

MEEKER COUNTY, MINNESOTA
BOARD OF COMMISSIONERS
Regular Session Agenda
April 2, 2019

8:30 Meeting Called to Order With Pledge of Allegiance

Public Comment Period*

- Amendments to the Agenda
- Approval of March 19, 2019 Minutes

Diane Winter, Public Health Director

- Approve Hire of Casual Part-time Interpreter Cullin Egge, \$22 per Hour, Effective April 23, 2019

Braden Piram, Parks Superintendent

- Request Approval to Purchase Commercial Zero-Turn Lawn Mower
- Request Approval to Purchase Playground Equipment for Forest City Shaw Memorial Park

8:40 Kristin Cote, Land Records Director

- Conditional Use Permit: Jeff Geislinger, Watkins
- Interim Use Permits:
 - o Gilbert Anderson, Dassel
 - o Duininck Brothers (4), Prinsburg
- Request to Advertise for Part-time Aquatic Invasive Species (AIS) Coordinator

9:00 Paul Bukovich, Social Services Director

- Approve Social Services Accounts Payable

9:05 Brian Cruze, County Sheriff

- Approve Hire of Temporary Water Patrol Officers Tate Marschall & Taylor Stockmann, Level A12 Step 1, \$16.05 per Hour, Effective April 15, 2019, Pending Successful Exams
- Approve Promotion of Detective Sara Miller to Patrol Sergeant, Level C42 Step 10, \$34.95 per Hour plus \$225 On-call Pay per Month, Effective April 15, 2019
- Sheriff's Office 2018 Activity Report

9:15 Barb Loch, County Auditor

- Approve County and Hospital Accounts Payable

9:20 Paul Virnig, County Administrator

- Economic Development Authority 2019 Appropriation

Board of Commissioners Committee Update

- Economic Development Authority Board Appointment-Eden Valley

Miscellaneous Correspondence

- o Current/Upcoming Vacancies:
 - Regional Library Board: December 2018
 - Economic Development Authority: Darwin Area, June 2019
 - Housing Redevelopment Authority: District 4, July 2019
 - Park Board: 4th and 5th Districts, May 2019
 - North Fork Watershed: May 2019

Resignations/Fill Positions:

- Request to Fill Sheriff's Office Detective Position

Severance Payments:

- Heavy Equipment Operator Nathan Nietfeld: Resigned Feb 19, 2019

Vacation: 25.14 Hours @ \$19.64/Hour = \$493.75

Comp: 30.50 @ \$19.64/Hour = \$599.02

Sick: N/A

TOTAL: \$1,092.77 (LUMP SUM PAYOUT)

- Lead Equipment Operator Larry Moser: Resigned Mar 15, 2019

Vacation: 187 Hours @ \$28.26/Hour = \$5,284.62 (VEBA)

Sick: 361 Hours @ \$28.26/Hour = \$10,201.86 Max Payout \$10,000 (VEBA)

Deferred Sick: 1 Hour @ \$28.26/Hour = \$28.26 (VEBA)

Comp Time: 80.75 Hours @ \$28.26/Hour = \$2,281.99

TOTAL: \$15,312.88 (VEBA)

\$2,281.99 (LUMP SUM PAYOUT)

***Board agendas and "Meeker County Board Protocol and Public Participation Policies" are available in the board room**

The Meeker County Board of Commissioners met on March 19, 2019, at the Meeker County Courthouse in the City of Litchfield, Minnesota. Call to order was at 8:30 a.m. by Chair Mike Housman.

Present: Commissioners – Beth Oberg, Joe Tacheny, Mike Housman, Steve Schmitt and Bryan Larson, County Attorney Brandi Schiefelbein, County Administrator Paul Virnig and Administrative Coordinator Cori Heacock.

Meeting opened with Pledge of Allegiance.

Board Chair Housman called for public comments and there were none.

Motion by Schmitt, second by Larson to approve the March 19, 2019 agenda as amended to add approval of severance payments for Social Worker Kim Virnig and Chief Probation Officer Tammy Thompson.

Motion carried unanimously.

Motion by Oberg, second by Tacheny to approve County Board minutes for March 5, 2019 as printed. Motion carried unanimously.

Social Services Accounting Assistant Sharon Gorham was recognized for 15 years of service.

Motion by Tacheny, second by Larson to approve the hire of Seasonal Facilities Assistant Jay Liestman, Level A11 Step 1, \$14.86 per hour, effective May 1, 2019 – October 15, 2019.

Motion carried unanimously.

Motion by Schmitt, second by Tacheny to approve the 2019 Safe Assure contract renewal in the amount of \$9,267.47.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve promotion of Social Services Administrative Clerk Amber Perez to Administrative Clerk Supervisor, Level B31 Step 1, \$22.31 per hour, effective March 20, 2019.

Motion carried unanimously.

Motion by Larson, second by Tacheny to approve Social Services accounts payable as follows:

Human Services Fund	\$109,348.77
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Motion carried unanimously.

Motion by Tacheny, second by Oberg to approve the 2019 Aquatic Invasive Species budget as presented.

Motion carried unanimously.

Motion by Schmitt, second by Larson to approve the professional services contract with Bishop AIS Service, LLC for the 2019 Meeker County, MN Watercraft Inspection Program.

Motion carried unanimously.

Motion by Tacheny, second by Schmitt to approve the installation of Aquatic Invasive Species signage at County-owned south and east accesses to Lake Minnie Belle.

Motion carried unanimously.

Motion by Schmitt, second by Tacheny to approve the 2019 Aquatic Invasive Species Grant Program request by Star Lake, in the amount of \$3,625, to perform a lake study.

Motion carried unanimously.

Land Use Director Kristin Cote and Building Inspector Kevin Piepenburg presented 2018 residential construction valuation information to the Board.

Motion by Larson, second by Schmitt to award SP 047-070-010 Chevron Sign Project to A & H Company of Ironton, MN in the amount of \$31,868.00.

Motion carried unanimously.

Motion by Larson, second by Schmitt to accept a \$500 Wintercade donation to the Sheriff's Office DARE Program.

Motion carried unanimously.

Motion by Tacheny, second by Schmitt to approve out-of-state travel for Jared Danielson and Dan Lang to attend Basic Sniper/Observer Training in Grafton, ND, at a cost of \$200 per attendee.

Motion carried unanimously.

Motion by Schmitt, second by Tacheny to approve hire of Full-time Correctional Officer Dana Kalkbrenner, Level 7s Step B, \$18.75 per hour, effective March 25, 2019 pending successful exams.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve hire of Part-time Deputies Rossamon Becker and Patrick Fank, Level 9Ds Step A, \$23.91 per hour, effective March 25, 2019 pending successful exams.

Motion by Larson, second by Schmitt to rescind previous motion to approve hire of Part-time Deputies Rossamon Becker and Patrick Fank.

Motion carried unanimously (rescinded).

Motion by Oberg, second by Schmitt to approve hire of Part-time Deputy Rossamon Becker, Level 9Ds Step A, \$23.91 per hour, effective March 25, 2019 pending successful exams.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve hire of Part-time Deputy Patrick Fank, Level 9Ds Step A, \$23.91 per hour, effective March 25, 2019 pending successful exams.

Commissioners Larson, Schmitt, Housman and Tacheny voting "yes". Commissioner Oberg voting "no".

Motion carried 4-1.

Motion by Tacheny, second by Schmitt to approve payment of outstanding contractor costs for the Security Camera Replacement project to Wold Architects and Engineers in the amount of \$7,211.

Motion carried unanimously.

Motion by Tacheny, second by Schmitt to approve a Meeker Cooperative Utility Easement on the following Meeker County property: Parcel ID 11-0229001, a strip of land 20 feet in width, parallel and adjacent to the Southerly and Easterly road right of way of the existing road designated as 193rd Street.

Motion carried unanimously.

Motion by Schmitt, second by Tacheny to approve a Renewal of Consumption and Display Permit for

Riverside Store & Tavern.
Motion carried unanimously.

Motion by Larson, second by Oberg to approve county and hospital accounts payable as follows:

General Revenue Fund	\$ 92,168.47
Road & Bridge Fund	394,647.12
County Parks Fund	229.47
Solid Waste Fund	7,227.25
County Nurse Fund	12,096.38
Family Services Bldg. Fund	11,398.99
Capital Projects Fund	206,185.15
Tax Forfeit Property Fund	135.00
Ditch Fund	27,007.19
County Hospital	333,995.46

Credit Cards:

General Revenue Fund	15,207.16
Road & Bridge Fund	200.00
County Parks	152.00
County Nurse Fund	623.09
Family Services Bldg. Fund	89.99

Motion carried unanimously.

Board Chair Housman called for a recess of the County Board Meeting at 9:28 a.m. to convene as the County Ditch Authority.

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The County Board convened as the County Ditch Authority.

Present: Commissioners – Beth Oberg, Joe Tacheny, Mike Housman, Steve Schmitt and Bryan Larson, County Attorney Brandi Schiefelbein, County Administrator Paul Virnig, County Auditor Barb Loch, Highway Engineer Phil Schmalz, Ditch Inspector Ed Hoekstra, and Administrative Coordinator Cori Heacock.

Motion by Larson, second by Schmitt to approve the Findings of Fact and Order Regarding Redetermination of Benefits of Meeker County Ditch #15.

Motion carried unanimously.

With no further business, Board Chair Housman called to adjourn as County Ditch Authority at 9:34 a.m. and reconvene as County Board.

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Board Chair Housman reconvened the County Board meeting.

On motion by Tacheny, second by Schmitt, Board Chair Housman called for adjournment at 9:55 a.m. The next meeting of the County Board of Commissioners will be on April 2, 2019 at 8:30 a.m., in the County Board of Meeting Room, Meeker County Courthouse.

Respectfully submitted: Cori Heacock, Administrative Coordinator

Chair of County Board

Attest: _____
Clerk of County Board

MEEKER COUNTY PARK COMMISSION

ROBERT PEDERSON, DIRECTOR
50486 375TH STREET
PAYNESVILLE, MN 56362
320-276-8822

DONALD KONIETZKO, DIRECTOR
210 N GORMAN AVENUE
LITCHFIELD, MN 55355
320-221-1393

PAUL FANK, DIRECTOR
19806 708TH AVENUE
DASSEL, MN 55325
320-292-7449



114 N. Holcombe Ave., Suite 260
Litchfield, MN 55355
320-693-5450 • Fax: 320-693-5289
Cell: 320-221-3678 • braden.piram@co.meeker.mn.us

LORLANE SCHMELING, DIRECTOR
201 N SATURN STREET
COSMOS, MN 56228
320-877-7619

ROGER EKERT, DIRECTOR
31693 733RD AVENUE
SOUTH HAVEN, MN 55382
320-398-8747

ANN FULLER, DIRECTOR
24933 608TH AVENUE
LITCHFIELD, MN 55355
320-693-2655

April 2, 2019

Meeker County Board of Commissioners

Dear County Board Members:

Subject: Quotes for purchase of a new commercial zero-turn mower with 60" deck.

Meeker County Parks received the following quotes for the purchase of a commercial zero-turn mower with 60" deck.

	Haug Implement Co. (JD Z955M EFI 60" deck)	Mies Outland, Inc. (JD Z955M EFI 60" deck)	Schlauderaff Implement Co. (Toro 6000 series 74960 with 60" deck)
Total Price:	\$ 10,000	\$10,295.54	\$10,732.40

After careful review of the information presented, I along with the Meeker County Park Board, recommend that Meeker County award the purchase of a new commercial zero-turn mower with 60" deck to Haug Implement Co. for a total price of \$10,000.

Respectfully submitted,

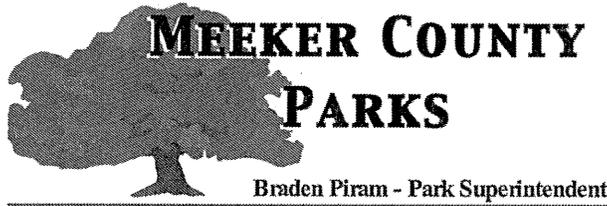
Braden Piram
Parks Superintendent

MEEKER COUNTY PARK COMMISSION

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50486 375TH STREET
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April 2, 2019

Meeker County Board of Commissioners

Dear County Board Members:

Subject: Quotes for new playground options which will be located at Shaw Memorial Park (Forest City). Included in the quotes are the play-system, safety-fall material, border, install and delivery.

Meeker County Parks received the following quotes for various playground options along with safety fall material, border, install and delivery.

Company:	St. Croix Recreation	St. Croix Recreation	Flagship Recreation
Playground Model:	Option 1 Model # 3D-2738 (includes early bird sale discount of \$14,400)	Option 2 Model # NUIN 2805 (includes early bird sale discount of \$11,300)	Option 3 Model # Option 2 PB (includes contract discount of \$1,586.58)
Total Price:	\$40,214	\$34,514	\$34,341.62

After careful review of the information presented, **The Meeker County Park Board recommends that we work with St. Croix Recreation on purchasing the Option 1 – Model 3D-2738 for a total price of \$40,214. This amount is over the budgeted \$35,000 we have for the project and we would need approval to spend the additional funds. It is felt that this is a worthwhile additional expense as though option 1 and 2 have a similar amount of play areas; Option 1 is able to accommodate a much broader age range of kids and will best meet the play needs of the park now and in the future.**

Respectfully submitted,

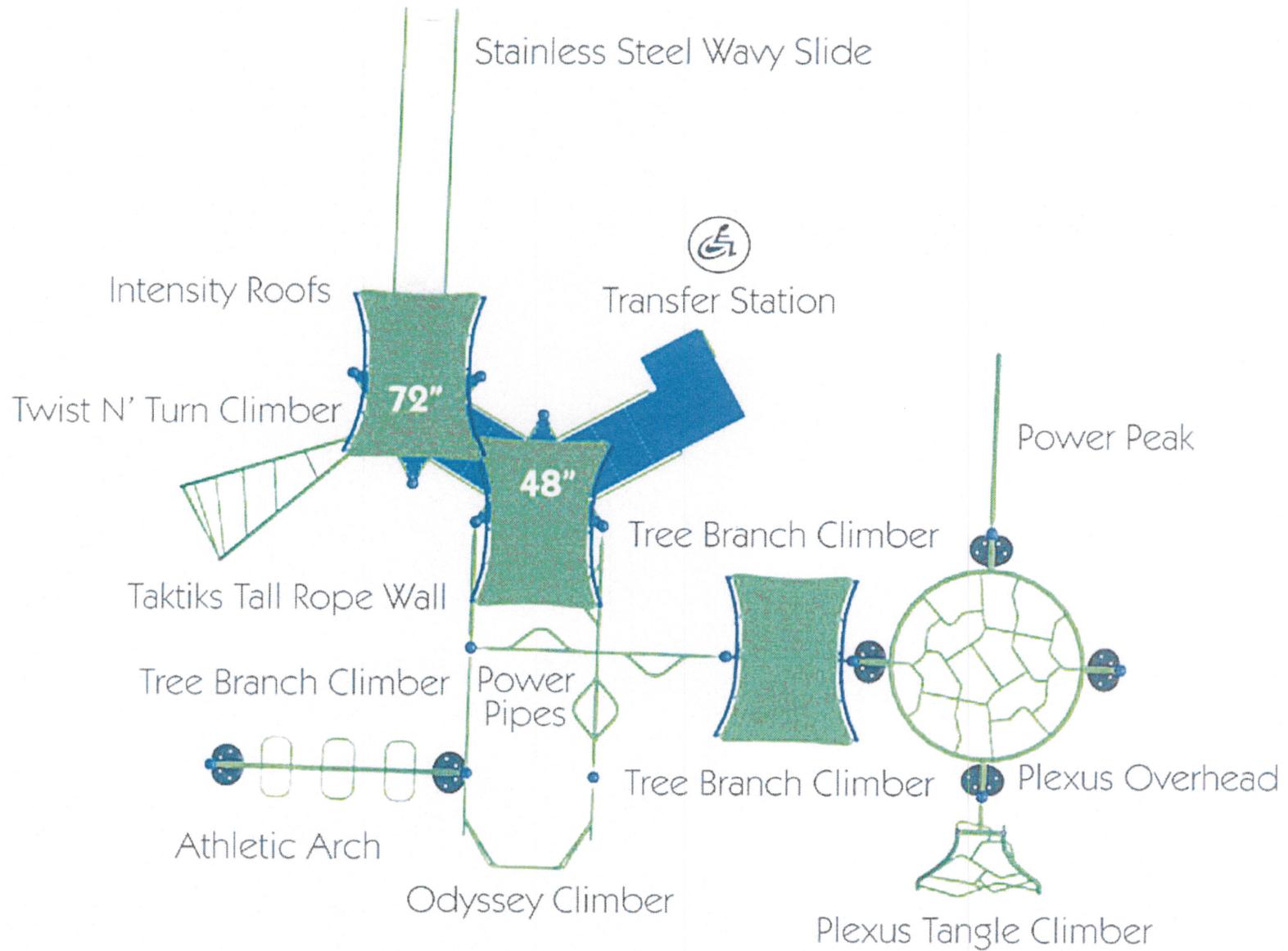
Braden Piram – Parks Superintendent



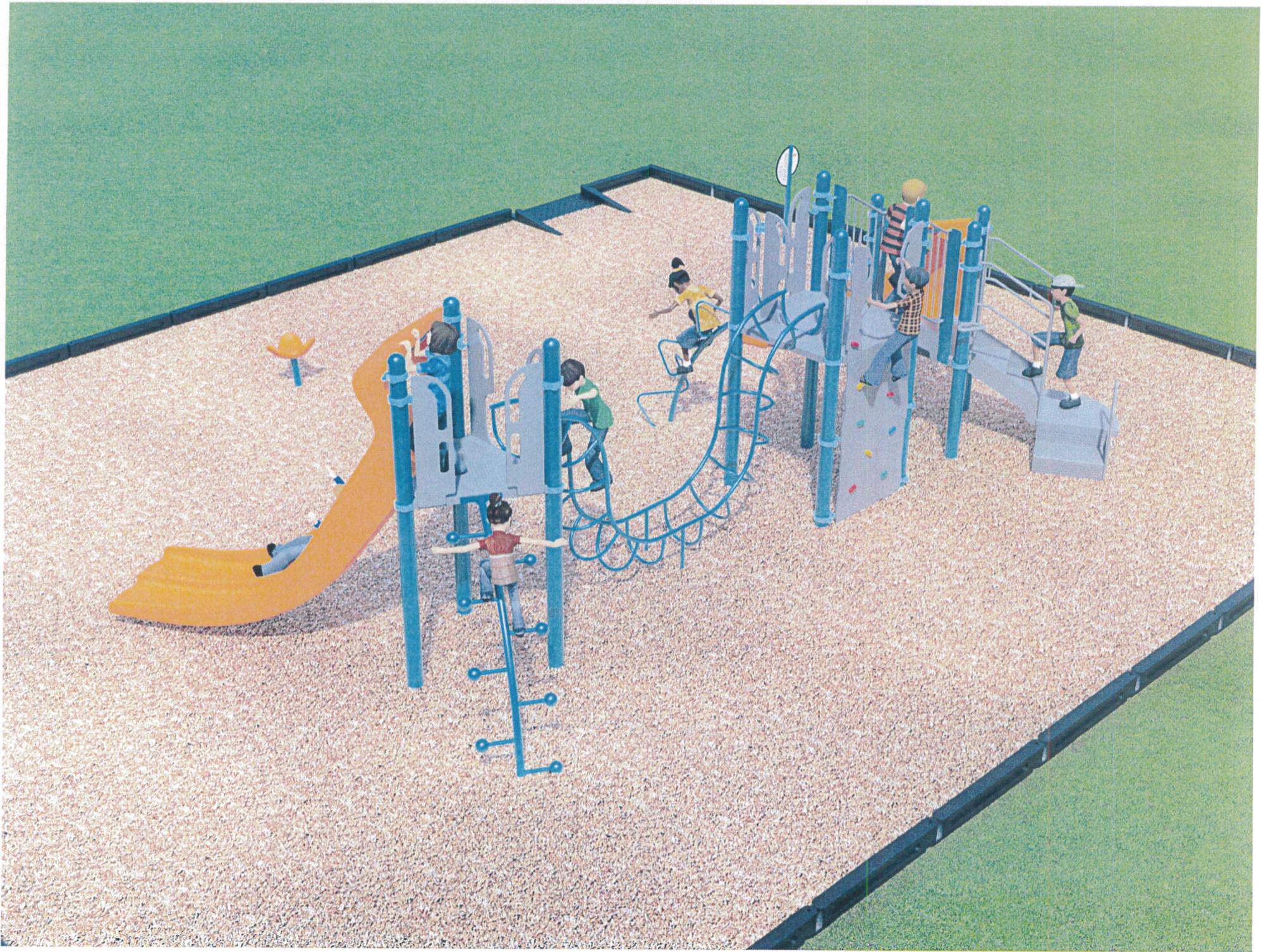
Meeker County Parks: Option 1



Meeker County Parks Option 2

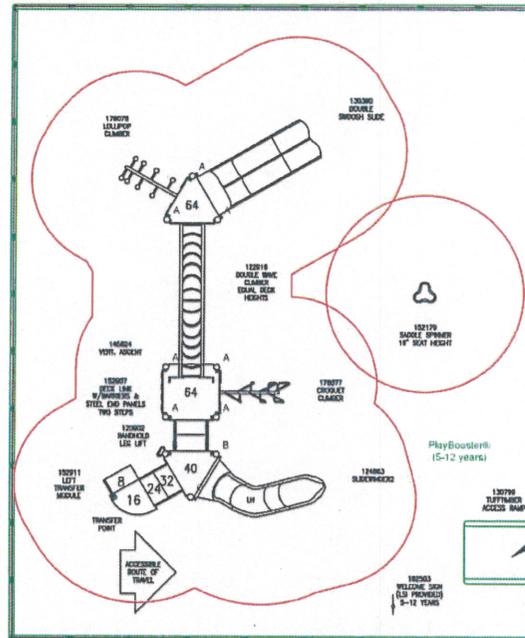


Option #2 Top View



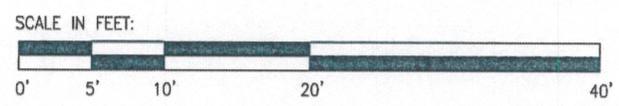
SHAW MEMORIAL PARK – OPT_A
 Revision Date: 03-11-2019
 MEEKER COUNTY, MN

Total Container = 1,584 SQ FT
 Surfacing = 68 CY of EWF
 Curb Type = TuffTimber, 160 LF



ADA Access Point/Finished Grade

NOTE:
 THE TUFFTIMBER ACCESS WEDGE WHEN
 USED BY FIELD AND PLACED ON TOP OF
 THE ACCESSIBLE PATH DOES NOT CONFORM
 TO THE ADA RISE/SLOPE REQUIREMENTS.
 THE LOWER/UPPER EDGE MUST BE BUSHED
 OR COVERED WITH THE ACCESSIBLE ROUTE
 MATERIAL TO COMPLETE.



OFFICE OF PLANNING AND ZONING
MEEKER COUNTY
325 SIBLEY AVE NORTH
LITCHFIELD, MN 55355
320-693-5290

CARRIED 6-0

APPLICATION APPLIED FOR: CONDITIONAL USE PERMIT INTERIM USE PERMIT

Parcel # 10-0629000

Application: Fee 946 Number 15005 Date 2-11-19 - KNC

Jeff Geislinger 36920 654th Ave Watkins, MN 55389
Name of Applicant Address City/State/Zip Code

Jeff Geislinger 36920 654th Ave Watkins, MN 55389
Name of Property Owner Address City/State/Zip Code

Name of Mineral Rights Owner Address City/State/Zip Code

Legal Description of Property: Lot 10, Block 1, Edward Geislingers
Addition,

Detailed Description of the Application: Removing approximately 900 SF of sod, 4 inches of topsoil
and replacing with 4 inches of class 5 and artificial turf . 20 Cubic yards
in the shore impact zone (R-1 Riparian)
Attach a detailed site plan as required in the Meeker County Zoning Ordinance.

Reason for requesting the proposed application: Installing a putting green

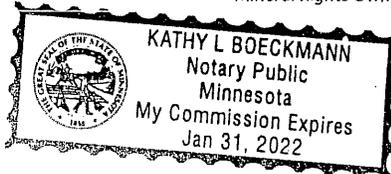
Signatures:

[Signature]
Applicant

[Signature]
Property Owner

NA
Mineral Rights Owner

[Signature]
Notary Public



PUBLIC HEARING Township Litchfield Location Meeker Co. Courthouse

Date 3-26-19 Notice Published 3-13-19 Property Owners 32

Municipalities Notified Mn DNR, Forest Prairie Twp,
Commissioner Schmitt, Clear Lake Assoc.

Approve a Conditional Use Permit Application to move more than ten (10) cubic yards in the shore impact zone with the conditions that:

1. The total cubic yardage moved and/or brought onto this site shall be a maximum of 20 cubic yards of material.
2. The project shall be completed as per the plans submitted with this application.
3. Erosion control shall be implemented and maintained on-site until permanent vegetative cover is established to prevent erosion of material into sensitive areas.

Date 3/20/19 Chair [Signature]

APPLICATION RECOMMENDED TO COUNTY COMMISSIONERS:

CONDITIONAL USE PERMIT INTERIM USE PERMIT

Application submitted to the County Board of Commissioners on April 2, 2019

County Board Action:

The findings and recommendation of the Planning Commission are hereby adopted and the application is:
 approved denied

The findings and recommendation of the Planning Commission are hereby overruled and the application is:
 approved denied

The Board makes its finding as indicated on the attached Exhibit A.

The Board makes specific findings as indicated on the attached Exhibit A; hereby adopts the recommendation of the Planning Commission; and the application is:
 approved denied

Vote: For _____ Against _____

Action taken this _____ day of _____, 20_____.

By: _____
 Chair, Meeker County Board of Commissioners

STATE OF MINNESOTA)
 COUNTY OF MEEKER)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____ by _____, Chairman of the Meeker County Board of Commissioners on behalf of Meeker County.

 Notary Public

IMPORTANT:

Unless a land use or building permit is issued and significant work has been completed within twelve (12) months from the date of permit approval, then such permit shall become null and void, unless a petition for extension of time in which to complete the work has been granted by the County Board. Said extension petition shall be requested in writing and filed with the Zoning Administrator at least thirty (30) days before the conditional use or interim use permit is due to become null and void.

CARRIED 6-0

APPLICATION APPLIED FOR: _____ CONDITIONAL USE PERMIT

INTERIM USE PERMIT 15009
Parcel # 07-0363-000 Fee 546.⁰⁰ Number 13413 Date 2-20-19

Applicant Phone Number 320 275-3602

Site Address: 24740 743 Ave Dassel MN 55325

Applicant Name: Yvette H. Anderson

Address: 24740 743 Ave Dassel MN 55325

Owner Name: Yvette H. Anderson

Address: 24740 743 Ave Dassel MN 55325

Legal Description of Property: See Attached

Detailed Description of the Application: Renewal of an Interim Use Permit for Aggregate excavation.

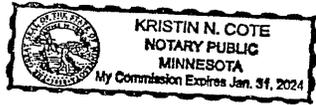
Attach a detailed site plan as required in the Meeker County Zoning Ordinance.

Reason for requesting the proposed application: See above.

Signatures:

Applicant Yvette H. Anderson _____
Property Owner Mineral Rights Owner

Kristin N. Cote
Notary Public



PUBLIC HEARING Township Litchfield Location Meeker Co. Ct Hsgl

Date 3-26-19 Notice Published 3-13-19 Property Owners 26

Municipalities Notified MN DNR, Dassel Twp, Wright Co., Kokomo Twp, Hwy Dept, NRCS/SWCD, Commissioner Hausman

Planning Commission Recommendation: See Attached Exhibit A.

Date 3/20/19 Chair [Signature]

APPLICATION RECOMMENDED TO COUNTY COMMISSIONERS:

_____ CONDITIONAL USE PERMIT INTERIM USE PERMIT

Application submitted to the County Board of Commissioners on April 2, 2019

County Board Action:

_____ The findings and recommendation of the Planning Commission are hereby adopted and the application is:

_____ approved _____ denied

_____ The findings and recommendation of the Planning Commission are hereby overruled and the application is:

_____ approved _____ denied

The Board makes its finding as indicated on the attached Exhibit A.

_____ The Board makes specific findings as indicated on the attached Exhibit A; hereby adopts the recommendation of the Planning Commission; and the application is:

_____ approved _____ denied

Vote: For _____ Against _____

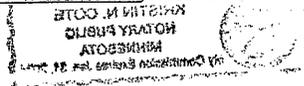
Action taken this _____ day of _____, 20_____.

By: _____
Chair, Meeker County Board of Commissioners

STATE OF MINNESOTA)
COUNTY OF MEEKER)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____

by _____, Chairman of the Meeker County Board of Commissioners on behalf of Meeker County.



Notary Public

IMPORTANT:

Unless a land use or building permit is issued and significant work has been completed within twelve (12) months from the date of permit approval, then such permit shall become null and void, unless a petition for extension of time in which to complete the work has been granted by the County Board. Said extension petition shall be requested in writing and filed with the Zoning Administrator at least thirty (30) days before the conditional use or interim use permit is due to become null and void.

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ITIONS

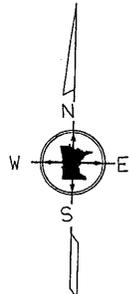


Northstar
Surveying

(320)683-3710
310 East Depot Street
Litchfield, MN 55355
ns_doug@qwestoffice.net
ns_chuck@qwestoffice.net

CLIENT NAME:
Gilbert Anderson

PROJECT ADDRESS
The NE1/4 of the NW1/4 of
Sec. 24, T-119, R-29



DATE OF FIELD WORK: January 23, 2019	JOB NO.: 19012	HORIZONTAL DATUM: Meeker County NAD83 (2011)
DATE OF MAP: February 4, 2019	DRAFTED BY: PMH	VERTICAL DATUM: NGVD88
REVISION: _____ DATE _____, 20	CHECKED BY: DSH	
REVISION: _____ DATE _____, 20		

Surveyed Description

PROPOSED LEGAL DESCRIPTION FOR APPROXIMATE AREA TO BE EXCAVATED

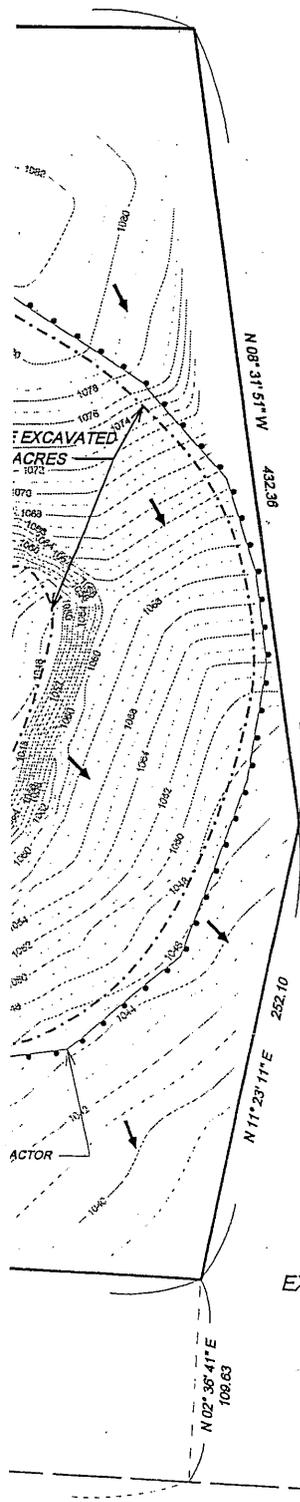
That part of the Northeast Quarter of the Northwest Quarter (NE1/4 of the NW1/4) of Section 24, Township 119 North, Range 29 West, Meeker County, Minnesota, described as follows: Commencing at the southwest corner of said NE1/4 of the NW1/4; thence on an assumed bearing of South 87 degrees 23 minutes 19 seconds East, along the south line of said NE1/4 of the NW1/4 for 718.37 feet; thence North 02 degrees 36 minutes 41 seconds East for 109.63 feet to the point of beginning of the tract of land herein described; thence North 11 degrees 23 minutes 11 seconds East for 262.10 feet; thence North 08 degrees 31 minutes 51 seconds West for 432.36 feet; thence North 90 degrees 00 minutes 00 seconds West for 436.13 feet; thence South 04 degrees 08 minutes 06 seconds East for 355.81 feet; thence South 18 degrees 57 minutes 38 seconds East for 322.74 feet; thence South 87 degrees 23 minutes 19 seconds East for 320.31 feet to the point of beginning and there terminating.

Containing 6.54 Acres, more or less.
Subject to easements of record.
Subject to any and all enforceable restrictive covenants.

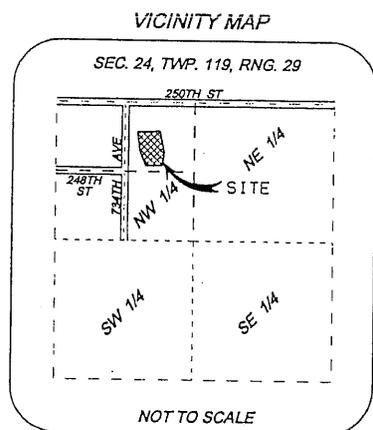
CERTIFICATION: I hereby certify that this survey was prepared by me or under my direct supervision and that I am a Professional Licensed Surveyor under the Laws of the State of Minnesota.

Doug Huhn

Doug Huhn
Registration No. 43808 - In the State of Minnesota



- NOTES:**
- NO BOUNDARY LINES WERE STAKED FOR THIS APPLICATION.
 - GRAVEL PILES TO BE PLACED IN EXCAVATED AREAS WITH THE EXCAVATION TO BEGIN IN THE CENTER OF THE PIT.
 - SPOIL DIRT PILE WILL BE USED FOR RECLAMATION AND WILL BE RELOCATED SO THAT THE AREAS CAN BE FILLED.
 - THE PROPERTY IS PRESENTLY ZONED 101-AGRICULTURAL
 - INDICATES EXISTING DRAINAGE



EXISTING PID NO. 07-0363000

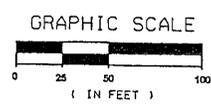


EXHIBIT A

Approve an Interim Use Permit Application to mine and process aggregate material in an A-1 Agricultural Preservation District with the conditions that:

1. The hours of operation on this site are 6 a.m. to 9 p.m., Monday through Friday and 6 a.m. to 6 p.m. on Saturdays, and no operation on Sunday and holidays.
2. This permit shall expire in six (6) years from the date of the County Commissioners final approval of this Interim Use Permit with an inspection done by Meeker County Planning and Zoning, which shall occur at approximately three (3) years or mid-point of the duration of the permit, whichever is least.
3. Dust control measures must be implemented on this site to minimize dust.
4. Within 1 year after the operation ceases and the permit expires the applicant must have the site completely rehabilitated according to the reclamation plan unless the applicant has made application for renewal of the permit before the existing permit has expired.
5. Dust control measures must be implemented on haul roads.
6. The applicant must participate in road maintenance on the haul roads when hauling out of this pit.
7. The berm used to capture water on the southeast side of the mining operation must be maintained.

OFFICE OF PLANNING AND ZONING
MEEKER COUNTY
325 SIBLEY AVE NORTH
LITCHFIELD, MN 55355
320-693-5290

Carried 6-0

APPLICATION APPLIED FOR: _____ CONDITIONAL USE PERMIT INTERIM USE PERMIT

Parcel # 08-0234000

Application: Fee \$ 546 Number 15016 Date 3/1/2019

Duwinck, Inc (Att. Jason VerSteeg) P.O. Box 208 Prinsburg, MN 56281
Name of Applicant Address City/State/Zip Code

Duwinck, Inc P.O. Box 208 Prinsburg, MN 56281
Name of Property Owner Address City/State/Zip Code

Duwinck, Inc P.O. Box 208 Prinsburg, MN 56281
Name of Mineral Rights Owner Address City/State/Zip Code

Legal Description of Property:

The SE 1/4 of the NW 1/4, and the East 764 ft of the SW 1/4 of the NW 1/4 of Section 18, T-118N, R-30W, Meeker County, Minnesota

Detailed Description of the Application: Mining and processing of gravel and granular materials for road base and asphalt production materials, including all related stockpiling.

Attach a detailed site plan as required in the Meeker County Zoning Ordinance.

Reason for requesting the proposed application: IUP is required for mining and processing of gravel and granular materials

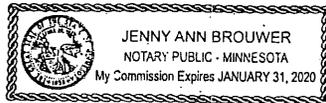
Signatures:

[Signature]
Applicant

[Signature]
Property Owner

[Signature]
Mineral Rights Owner

Jenny Ann Brouwer
Notary Public



PUBLIC HEARING Township Litchfield Location Meeker Co. Courthouse

Date 3-26-19 Notice Published 3-13-19 Property Owners 38

Municipalities Notified MN DNR, Ellsworth Twp., Coonley Twp., Lake Minnetonka Belle Lake Assoc., Hwy Dept, NRCS/SWCD, Commissioner Larn.

Planning Commission Recommendation:

See Attached Exhibit A.

Date 3/26/19 Chair [Signature]

APPLICATION RECOMMENDED TO COUNTY COMMISSIONERS:

_____ CONDITIONAL USE PERMIT X INTERIM USE PERMIT

Application submitted to the County Board of Commissioners on April 2, 2019.

County Board Action:

_____ The findings and recommendation of the Planning Commission are hereby adopted and the application is:

_____ approved _____ denied

_____ The findings and recommendation of the Planning Commission are hereby overruled and the application is:

_____ approved _____ denied

The Board makes its finding as indicated on the attached Exhibit A.

_____ The Board makes specific findings as indicated on the attached Exhibit A; hereby adopts the recommendation of the Planning Commission; and the application is:

_____ approved _____ denied

Vote: For _____ Against _____

Action taken this _____ day of _____, 20_____.

By: _____
Chair, Meeker County Board of Commissioners

STATE OF MINNESOTA)
COUNTY OF MEEKER)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____

by _____, Chairman of the Meeker County Board of Commissioners on

behalf of Meeker County.

Notary Public

IMPORTANT:

Unless a land use or building permit is issued and significant work has been completed within twelve (12) months from the date of permit approval, then such permit shall become null and void, unless a petition for extension of time in which to complete the work has been granted by the County Board. Said extension petition shall be requested in writing and filed with the Zoning Administrator at least thirty (30) days before the conditional use or interim use permit is due to become null and void.

EXHIBIT A

Approve a renewal of an existing Interim Use Permit Application to mine and process aggregate material in an A-1 Agricultural Preservation District with the conditions that:

1. The hours of operation on this site are 6 a.m. to 9 p.m., Monday through Friday, 6 a.m. to 6 p.m. on Saturdays, and no operation on Sunday and holidays.
2. This permit shall expire in six (6) years from the date of the County Commissioners final approval of this Interim Use Permit with an inspection done by Meeker County Planning and Zoning, which shall occur at approximately three (3) years or mid-point of the duration of the permit, whichever is least.
3. The applicant shall assist in the rebuilding of the township road to the condition that it was in prior to the beginning of operation in the Duininck pit.
4. Within one (1) year after the operation ceases and the permit expires the applicant must have the site completely rehabilitated according to their reclamation plan unless the applicant has made application for renewal of the permit before the existing permit has expired.
5. Dust control measures must be implemented from the easterly entrance to the Duininck pit west to the east end of the bituminous coming from Minnesota Highway 22. If the applicant hauls to the east, dust control also must be implemented east of the pit on the township road. Said dust control must be applied prior to the applicant hauling out of this pit. The applicant must maintain a total distance of 450' of asphalt in front of the dwelling located at 63055 195th Street.
6. The applicant must participate in road maintenance on all the haul roads including the road into the pit.
7. Duininck must comply with all MPCA noise standards, which are 65 decibels during daytime use and 55 decibels during nighttime use.
8. The applicant shall follow the regulations set forth in Article 22.15E. of the Meeker County Zoning Ordinance for reclamation of this site.
9. The applicant must work with both townships to maintain said township road between the easterly entrance of the Duininck gravel pit and Minnesota Highway 22.
10. Follow all federal and state rules in regards to how spills will be handled.
11. Duininck shall maintain the surface water drainage plan as constructed for the water running southerly towards Parcel Number 08-0238-000.

OFFICE OF PLANNING AND ZONING
MEEKER COUNTY
325 SIBLEY AVE NORTH
LITCHFIELD, MN 55355
320-693-5290

CARRIED 6-0

APPLICATION APPLIED FOR: _____ CONDITIONAL USE PERMIT X INTERIM USE PERMIT

Parcel # 08-0234000

Application: Fee \$ 546 Number 15017 Date 3/1/2019

Duimack, Inc. (Attn: Jason VerSteg) P.O. Box 208 Prinsburg, MN 56281
Name of Applicant Address City/State/Zip Code

Duimack, Inc. P.O. Box 208 Prinsburg, MN 56281
Name of Property Owner Address City/State/Zip Code

Duimack, Inc. P.O. Box 208 Prinsburg, MN 56281
Name of Mineral Rights Owner Address City/State/Zip Code

Legal Description of Property:
The SE 1/4 of the NW 1/4, and the East 764 ft of the SW 1/4 of the NW 1/4 of Section 18, T-118N, R-30W, Meeker County, Minnesota

Detailed Description of the Application: Operation of a portable hot-mix asphalt plant, including recycling and stockpiling of asphalt material.

Attach a detailed site plan as required in the Meeker County Zoning Ordinance.

Reason for requesting the proposed application: Production of hot-mix asphalt

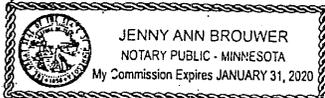
Signatures:

[Signature]
Applicant

[Signature]
Property Owner

[Signature]
Mineral Rights Owner

Jenny Ann Brouwer
Notary Public



PUBLIC HEARING Township Litchfield Location Meeker Co. Ct. Hse.

Date 3/26/19 Notice Published 3/13/19 Property Owners 38

Municipalities Notified MN DNR, Ellsworth Twp., Greenleaf Twp., Lake Winnie Belle Lake Assoc., Meeker County Hwy Dept., NRCS/SWCD, Commissioner Hanson.

Planning Commission Recommendation: *See attached Exhibit A*

Date 3/20/19 Chair *[Signature]*

APPLICATION RECOMMENDED TO COUNTY COMMISSIONERS:

_____ CONDITIONAL USE PERMIT X INTERIM USE PERMIT

Application submitted to the County Board of Commissioners on April 2, 2019.

County Board Action:

_____ The findings and recommendation of the Planning Commission are hereby adopted and the application is:

_____ approved _____ denied

_____ The findings and recommendation of the Planning Commission are hereby overruled and the application is:

_____ approved _____ denied

The Board makes its finding as indicated on the attached Exhibit A.

_____ The Board makes specific findings as indicated on the attached Exhibit A; hereby adopts the recommendation of the Planning Commission; and the application is:

_____ approved _____ denied

Vote: For _____ Against _____

Action taken this _____ day of _____, 20_____.

By: _____
Chair, Meeker County Board of Commissioners

STATE OF MINNESOTA)
COUNTY OF MEEKER)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____

by _____, Chairman of the Meeker County Board of Commissioners on

behalf of Meeker County.

Notary Public

IMPORTANT:

Unless a land use or building permit is issued and significant work has been completed within twelve (12) months from the date of permit approval, then such permit shall become null and void, unless a petition for extension of time in which to complete the work has been granted by the County Board. Said extension petition shall be requested in writing and filed with the Zoning Administrator at least thirty (30) days before the conditional use or interim use permit is due to become null and void.

EXHIBIT A

Approve an Interim Use Permit Application to operate an asphalt plant with the related recycling and stockpiling of asphalt material in an A-1 Agricultural Preservation District with the conditions that:

1. The hours of operation on this site for the operation of an asphalt plant are 6 a.m. to 9 p.m., Monday through Friday and 6 a.m. to 6 p.m. on Saturdays, and no operation on Sunday and holidays.
2. Duininck Incorporated must comply with all the MPCA noise standards, which are 65 decibels during daytime use and 55 decibels during nighttime use. The applicant must also obtain all permits required by any Federal, State, or County agency.
3. The operator shall follow all MPCA standards and guidelines.
4. This permit shall expire three (3) years from the date of final approval of this application by the Meeker County Commissioners. An inspection by Meeker County Planning & Zoning shall occur at approximately mid-point of the duration of the permit.
5. Dust control measures must be implemented on all haul roads including the road into the pit. Said dust control must be applied prior to the applicant hauling out of this pit.
6. The applicant shall assist in rebuilding the township road to the condition that it was in prior to the beginning of operation in the Duininck pit.
7. Dust control measures must be implemented on haul roads. Said dust control must be applied prior to the applicant hauling out of this pit. One (1) week prior to any hauling of material to or from this pit chemical dust control shall be applied according to condition #5. A second application of chemical dust control shall be made within forty-five (45) days after the first application if still operating or if operation has ceased, one week prior to the recommencement of operations.
8. The applicant shall contact the Meeker County Zoning Administrator one (1) week prior to commencing hauling of any material from this pit and when operations are completed.
9. All existing stockpiles which do not meet the required 100' setback to the road centerline shall be utilized first in the production process until their closest point meets said required setback.
10. All asphalt plant equipment and newly created stockpiles must meet the required 100' setback to the centerline of the township road.
11. The applicant must participate in road maintenance on all haul roads including the road into the pit. The applicant shall follow all weight restrictions placed on roadways.
12. The applicant must work with both townships to maintain said township road between the easterly entrance of the Duininck gravel pit and Minnesota Highway 22.
13. The applicant must maintain the present distance of approximately 600' to 700' of asphalt in front of the Sommerfeld Dwelling Site Property.
14. Within One (1) year after the operation of the bituminous plant ceases and the permit expires the applicant must have the site completely rehabilitated unless the applicant has made application for renewal of the permit before the existing permit has expired.

OFFICE OF PLANNING AND ZONING
MEEKER COUNTY
325 SIBLEY AVE NORTH
LITCHFIELD, MN 55355
320-693-5290

CARRIED 6-0

APPLICATION APPLIED FOR: _____ CONDITIONAL USE PERMIT INTERIM USE PERMIT

Parcel # 07-0064001
07-0064000

Application: Fee \$546 Number 15014 Date 3/1/2019

<u>Dumnick, Inc. (Attn: Jason K. Seeg)</u>	<u>P.O. Box 208</u>	<u>Prinsburg, MN 56281</u>
Name of Applicant	Address	City/State/Zip Code
<u>John Mattila</u>	<u>6828 Rhoades Ave SW</u>	<u>Co Kato, MN 55321</u>
<u>Dumnick, Inc.</u>	<u>P.O. Box 208</u>	<u>Prinsburg, MN 56281</u>
Name of Property Owner	Address	City/State/Zip Code
<u>Dumnick, Inc.</u>	<u>P.O. Box 208</u>	<u>Prinsburg, MN 56281</u>
Name of Mineral Rights Owner	Address	City/State/Zip Code

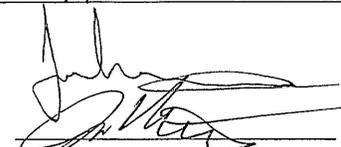
Legal Description of Property:
The Northernly 1150 feet of the Northeast 1/4 of the Northeast 1/4 and the Easterly 250 feet of the Southernly 550 feet of the Northernly 750 feet of the Northwest 1/4 of the Northeast 1/4, all in Section 4, Township 119 North, Range 29 West, Dassel Township, Meeker County, Minnesota

Detailed Description of the Application:
Mining, processing, and stockpiling of gravel and granular materials.

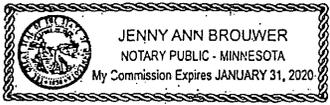
Attach a detailed site plan as required in the Meeker County Zoning Ordinance.

Reason for requesting the proposed application: IUP is required to process gravel and granular materials for use in road base and hot-mix asphalt production

Signatures:

		
Applicant	Property Owner	Mineral Rights Owner


Notary Public



PUBLIC HEARING Township Litchfield Location Meeker Co. Courthouse

Date 3-26-19 Notice Published 3-13-19 Property Owners 48

Municipalities Notified MN DNR, Dassel Twp, Kingstn Twp, Lake Arrowhead Assoc, Hwy Dept, NRES/WCD, Commissioner Christman

Planning Commission Recommendation:

See Attached Exhibit A.

Date 3/20/19 Chair KD Deupel

APPLICATION RECOMMENDED TO COUNTY COMMISSIONERS:

CONDITIONAL USE PERMIT INTERIM USE PERMIT

Application submitted to the County Board of Commissioners on April 2, 2019.

County Board Action:

The findings and recommendation of the Planning Commission are hereby adopted and the application is:

approved denied

The findings and recommendation of the Planning Commission are hereby overruled and the application is:

approved denied

The Board makes its finding as indicated on the attached Exhibit A.

The Board makes specific findings as indicated on the attached Exhibit A; hereby adopts the recommendation of the Planning Commission; and the application is:

approved denied

Vote: For Against

Action taken this _____ day of _____, 20_____.

By: _____
Chair, Meeker County Board of Commissioners

STATE OF MINNESOTA)
COUNTY OF MEEKER)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____

by _____, Chairman of the Meeker County Board of Commissioners on

behalf of Meeker County.

Notary Public

IMPORTANT:

Unless a land use or building permit is issued and significant work has been completed within twelve (12) months from the date of permit approval, then such permit shall become null and void, unless a petition for extension of time in which to complete the work has been granted by the County Board. Said extension petition shall be requested in writing and filed with the Zoning Administrator at least thirty (30) days before the conditional use or interim use permit is due to become null and void.

Duininck, Inc. (owner and applicant), and John Mattila (owner and applicant) - IUP #15014
March 26, 2019

EXHIBIT A

Approve an Interim Use Permit Application to mine and process aggregate material with the conditions that:

1. The hours of operation on this site are 6 a.m. to 9 p.m., Monday through Friday and 6 a.m. to 6 p.m. on Saturdays, and no operation on Sunday and holidays.
2. This permit shall expire in six (6) years from the date of the County Commissioners final approval of this Interim Use Permit with an inspection done by Meeker County Planning and Zoning, which shall occur at approximately three (3) years or mid-point of the duration of the permit, whichever is least.
3. Dust control measures must be implemented on this site to minimize dust.
4. All trucks and vehicles shall enter or exit this site, using the township road, east to MN Hwy #15.
5. Within 1 year after the operation ceases and the permit expires the applicant must have the site completely rehabilitated according to the reclamation plan unless the applicant has made application for renewal of the permit before the existing permit has expired.
6. Dust control measures must be implemented on haul roads.
7. The applicant must participate in road maintenance on the haul roads when hauling out of this pit.
8. The existing berm located adjacent to Minnesota Hwy 15 shall be maintained at its existing elevation.
9. The applicant shall work with Dassel Township to assist in maintaining 278th Street back to Township specifications.
10. Duininck must comply with the all MPCA noise standards, which are 65 decibels during daytime use and 55 decibels during nighttime use.
11. If the wells on parcel number 07-0046-000 or 07-0046-001 are affected by the de-watering, Duininck shall be responsible for the repair of the above-mentioned wells.

OFFICE OF PLANNING AND ZONING
MEEKER COUNTY
325 SIBLEY AVE NORTH
LITCHFIELD, MN 55355
320-693-5290

Carried 6-0

APPLICATION APPLIED FOR: _____ CONDITIONAL USE PERMIT INTERIM USE PERMIT

Parcel # 07-0064000

Application: Fee \$546 Number 15015 Date 3/1/2019

Duninck, Inc. P.O. Box 208 Prinsburg, MN 56281
Name of Applicant Address City/State/Zip Code

Duninck, Inc. P.O. Box 208 Prinsburg, MN 56281
Name of Property Owner Address City/State/Zip Code

Duninck, Inc. P.O. Box 208 Prinsburg, MN 56281
Name of Mineral Rights Owner Address City/State/Zip Code

Legal Description of Property:

The Northern 1150 feet of the Northeast 1/4 of the Northeast 1/4 of Section 4, Township 119 North, Range 29 West, Dassel Township, Meeker County, Minnesota.

Detailed Description of the Application: Renewal of a permit to operate a hot-mix asphalt plant and all related stockpiling.

Attach a detailed site plan as required in the Meeker County Zoning Ordinance.

Reason for requesting the proposed application: Hot-mix asphalt production requires an interim use permit.

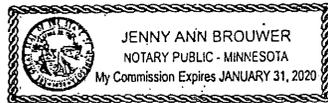
Signatures:

[Signature]
Applicant

[Signature]
Property Owner

[Signature]
Mineral Rights Owner

Jenny Ann Brouwer
Notary Public



PUBLIC HEARING Township Litchfield Location Meeker Co. Courthouse

Date 3-26-19 Notice Published 3-13-19 Property Owners 48

Municipalities Notified Mn Dnr, Dassel Twp, Kingdon Twp, Lake Awilla Assoc, NRES/SNCD, Hwy Dept, Commissioners Trustees

Planning Commission Recommendation:

See Attached Exhibit A.

Date 3/26/19 Chair [Signature]

APPLICATION RECOMMENDED TO COUNTY COMMISSIONERS:

_____ CONDITIONAL USE PERMIT X INTERIM USE PERMIT

Application submitted to the County Board of Commissioners on April 2, 2019.

County Board Action:

_____ The findings and recommendation of the Planning Commission are hereby adopted and the application is:

_____ approved _____ denied

_____ The findings and recommendation of the Planning Commission are hereby overruled and the application is:

_____ approved _____ denied

The Board makes its finding as indicated on the attached Exhibit A.

_____ The Board makes specific findings as indicated on the attached Exhibit A; hereby adopts the recommendation of the Planning Commission; and the application is:

_____ approved _____ denied

Vote: For _____ Against _____

Action taken this _____ day of _____, 20_____.

By: _____
Chair, Meeker County Board of Commissioners

STATE OF MINNESOTA)
COUNTY OF MEEKER)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____

by _____, Chairman of the Meeker County Board of Commissioners on

behalf of Meeker County.

Notary Public

IMPORTANT:

Unless a land use or building permit is issued and significant work has been completed within twelve (12) months from the date of permit approval, then such permit shall become null and void, unless a petition for extension of time in which to complete the work has been granted by the County Board. Said extension petition shall be requested in writing and filed with the Zoning Administrator at least thirty (30) days before the conditional use or interim use permit is due to become null and void.

EXHIBIT A

Approve a renewal of an existing Interim Use Permit Application to operate a hot mix asphalt plant with the related stockpiling and bituminous recycling with the conditions that:

1. The hours of operation on this site are 6 a.m. to 9 p.m., Monday through Friday and 6 a.m. to 6 p.m. on Saturdays, and no operation on Sunday and holidays.
2. Duininck must comply with all MPCA noise standards, which are 65 decibels during daytime use and 55 decibels during nighttime use.
3. The haul road shall be restored back to the condition it was in prior to Duininck, Inc. opening this pit.
4. All trucks and vehicles shall enter or exit this site east, using the township road, to MN Hwy #15
5. Dust control measures must be implemented on haul roads.
6. The applicant must participate in road maintenance on the haul roads when hauling out of this pit.
7. All existing recycled materials on-site shall be utilized or moved to meet the required 200' setback from the centerline of Minnesota Hwy 15. All future recycled materials and stockpiles on-site shall be placed so that they meet the required road setbacks.
8. All tanks must be double walled or the berm shall be lined to prevent leaking onto the ground.
9. There shall be no concrete recycling on this site.
10. Within one (1) year after the operation of the bituminous plant ceases and the permit expires the applicant must have the site completely rehabilitated unless the applicant has made application for renewal of the permit before the existing permit has expired.
11. This permit shall expire three (3) years from the date of the County Commissioners final approval of this Interim Use Permit with an inspection done by Meeker County Planning & Zoning at approximately one and one half (1 ½) years or mid-point of the duration of the permit, whichever is least.

**MEEKER COUNTY
2019 REQUEST FOR CHANGE IN PERSONNEL**

DEPARTMENT	POSITION TITLE	REASON FOR POSITION
Planning and Zoning	Part-time Aquatic Invasive Species (AIS) Coordinator	() New Operation () Expanded Services () Increased Work Load
PROPOSED LEVEL	PROPOSED SALARY RANGE	ESTIMATED ANNUAL COST
B-25 - \$24.10 to \$32.39	\$21,840 per year	\$25,149.00 (salary, additional costs and federal taxes, state taxes, etc...)

List below the job duties to be performed in the requested position.

This position will coordinate, facilitate, and implement the Meeker County AIS Program. Under the direction of the County Land Use and Records Division Director/AIS Committee, the Coordinator will provide information and education to lake users and lake property owners on AIS issues. Develop a strong partner and volunteer network. Ensure coordination and implementation of the AIS Work Plan. I am proposing this position to be 16 hours per week.

Specify how the above listed job duties are currently being performed.

Currently these tasks are performed by the Land Use and Records Division Director with the assistance of the CROW.

Explain the need for this position in detail (attached additional sheets if necessary).

Currently these tasks are performed by the Land Use and Records Division Director with the assistance of the CROW organization. Since this program commenced in 2014 it has evolved into a position that average approximately 40 hours a month of my time to administer. With the loss of an individual employee at the CROW who did the bulk of our AIS program administration, the County responsibilities have become greater. The AIS committee started a countywide boat inspection program in 2018 which requires a lot of management. Every year the DNR has also put in place more and greater standards for reporting and recording keeping. These requirements increase the amount of time required for this program. I have also taken on greater responsibilities with my Director position. I believe based on the above-mentioned factors it is an appropriate time to look towards hiring dedicated staff to oversee this program so it can continue to be properly managed and grown as per State Statute.

Estimate the additional costs associated with the requested position:

Other Services & Charges: _____
 Supplies: \$5,230.00 (\$5,000.00 work station, chair \$230, and miscellaneous office supplies)
 Capital Outlay: \$700 (computer & monitor)

TOTAL: **\$5,930.00**

County Administrator Comments:

Meeker County Job Description

Job Title: Part-time Aquatic Invasive Species (AIS) Coordinator
Department: Planning & Zoning
Reports To: Land Use and Records Division Director/AIS Committee

Position Summary:

The Aquatic Invasive Species (AIS) Coordinator will coordinate, facilitate, and implement the Meeker County AIS Program. Under the direction of the County Land Use and Records Division Director/AIS Committee, the Coordinator will provide information and education to lake users and lake property owners on AIS issues. Develop a strong partner and volunteer network. Ensure coordination and implementation of the AIS Work Plan.

This is position is dependent on receipt of State funding.

Representative Essential Duties and Responsibilities:

1. Administer implementation of the AIS Work Plan in coordination with the project stakeholders, county staff and partner organizations.
2. Work with lake groups to monitor and map aquatic plants and develop native plant protection and invasive plant control plans. Assist in coordinating and implementing AIS treatment strategies as needed.
3. Convene and direct taskforce activities or project teams to assess needs in the development of the annual AIS Work Plan.
4. Encourage and promote active stakeholder/taxpayer involvement.
5. Provide leadership toward the involvement of and diversity in the representation of the affected stakeholders.
6. Conduct information and education programs for lake and river organizations, civic groups, schools and the general public including presentations to groups, informational meetings, news releases, training, and workshops.
7. Assist with preparation of applications for aquatic invasive species and lake planning grants.
8. Maintain records including budgets, bills and accounts for the AIS programs.
9. Continually monitor and provides regular reports of progress of the AIS Work Plan and activities to all stakeholders and the County Board.
10. Implement and manage project changes and interventions necessary to achieve project outputs.
11. Perform other related duties as assigned.

Knowledge:

1. General knowledge of soil and water conservation issues, including lake issues.
2. Knowledge of principles and practices of public administration and modern office management.
3. Knowledge of group dynamics and group facilitation.

4. Knowledge and skill in the area of planning, organizing, and coordination projects and system processes.
5. Knowledge of Microsoft Office programs to effectively manage project data and create presentations.
6. Ability to establish and maintain effective working relationships with employees, other County officials, boards, lake associations, state departments, and the general public.
7. Ability to plan, organize, direct and manage the work of others.
8. Ability to communicate effectively, both orally and in writing.
9. Ability to direct product development.
10. Ability to provide excellent customer service.
11. Ability to direct strategy development and implementation.

Skills and Abilities:

1. Above-average organizational ability and attention to detail.
2. Effective written communication skills.
3. Proven group facilitation experience.
4. Exemplary public speaking ability.
5. Proven adaptability and team-building skills.
6. Effective at utilizing persuasive techniques.

EMPLOYMENT STANDARDS

Education: Degree in business, administrative, natural resources, or related field(s) is preferred, but not required.

Job-Related Experience: Previous experience in business, administrative, and/or financial accountability is preferred.

Physical Demands: Occasional lifting of up to 25 pounds. Exposures may include, but are not limited to, disagreeable odors, noise and communicable diseases, inclement weather conditions. Duties include being able to perform the following movements on an occasional to continuous basis: walking, bending, turning/twisting, kneeling, sitting, standing, reaching, grasping and finger manipulation.

Work Environment: Work is performed within County Office Building, with some travel to other worksites to conduct/attend meetings, educate public, and county lakes.

Meekeer County Sheriff's Office

2018 Activity Report



Mission Statement

To provide high quality professional services with honor, integrity and courage. These services shall preserve the peace and safeguard the lives and property of all Meekeer County residents through a proactive partnership with the community and our public safety partners.

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Sheriff Preface

The 2018 year-end report is part of a continued effort to provide the public information on the activities of the Meeker County Sheriff's Office. In this report you will find the statistical information relating to calls for service and criminal activity. In 2018 the overall calls for service for the Sheriff's Office increased by 5.3%. This is similar to the increase for all law enforcement and emergency services agencies in Meeker County.

In 2018 we saw a significant decrease in assaults (-25%) and burglaries (-24%), however we did see an increase in damage to property/trespass (25%) and theft (15%) calls. Our total number of traffic stops increased by 21% as we continue to focus on drunk driving and distracted driving. Drunk driving arrests fell sharply in 2018 to less than half of 2017. Traffic accidents also fell by 14% with no fatal accidents handled by the Sheriff's Office. There were four fatal accidents in 2018 within Meeker County handled by other agencies which are up from only two in 2017.

The CEE-VI Drug Task Force reports a sharp increase in cocaine and marijuana seizures. While not as big of an increase, methamphetamine seizures also increased in 2018. We do not see the heroin problem in Meeker County like other parts of the State but we do still see major issues with methamphetamine and the many related crimes that come with drug use and abuse.

My office came in under budgeted expenses by 1.3% for 2018. We exceeded projected revenue by 8.7% and the net result was 5.1% below the net budget. This resulted in a net savings of \$194,200. While we were under budget overall, our overtime expenses continue to exceed our budgeted amounts. This is a direct result

of staffing shortages throughout the year. Half of the overtime expense is a result of covering open shifts for patrol, dispatch and the jail. For public safety reasons, these shifts cannot go uncovered which results in the added expense. We will be adding three additional correctional officers in the jail and one additional patrol deputy in 2019 and expect to better address these overtime expenses.

In 2018 we started a security camera upgrade project for the Law Enforcement Center, Courthouse and Social Services buildings. The total budget for this project was \$275,000. To be completed in the first quarter of 2019, the new system will bring needed upgrades to image quality and storage capacity. It also brings better camera coverage in the jail putting us in better compliance with the Prison Rape Elimination Act (PREA).

Respectfully,



Brian Cruze
Meeker County Sheriff



Meeker County Sheriff's Office

326 N Ramsey Avenue
Litchfield, MN 55355

Dispatch	320-693-5400
Toll Free	866-333-3366
Jail	320-693-5415
Records	320-639-5400
Confidential Tip Line	320-693-5411
Watkins Station Office	320-764-6792

Website and Social Media

Website: <http://www.co.meeker.mn.us/217/Sheriff>



Twitter [@MeekerCoSheriff](https://twitter.com/MeekerCoSheriff)
Facebook at [Office of the Meeker County Sheriff](https://www.facebook.com/OfficeoftheMeekerCountySheriff)



Dispatching Services



The Meeker County Sheriff's Office Public Safety Answering Point (PSAP) is responsible for handling all emergency and non-emergency calls for all agencies in Meeker County. The dispatcher is then responsible for assigning and dispatching the appropriate emergency responders to the reported incident. The Meeker County PSAP received 5,961 911 calls in 2018. The vast majority, 5,224 (88%) are received from a wireless source. While this number is a decrease from 2017, it is unclear how many calls in 2017 were actual calls and how many were re-bids. When a wireless 911 call is received, we re-bid the call to get more accurate location information on the call. With our old system, we learned the reported 911 calls included these re-bids. With our new system, which was put in place in 2017, we are able to more accurately report actual 911 calls and re-bids. In 2018 there were 14,451 re-bids, which are no longer counted in the 911 call total. Our new system automatically sends out re-bids and continues to re-bid while we are on the line with the caller. The Meeker County PSAP received 32,302 administrative calls in 2018. Combined with 911 calls, our dispatch fielded 38,263 calls in 2018. This is an average of 105 calls per day. The Meeker County PSAP generated a total of 17,826 calls for service for all law enforcement and emergency services units in Meeker County. This represents a 5.1% increase over 2017. The Meeker County Sheriff's Office calls for service for 2018 were 8,264 which represents a 5.3% increase over 2017. Only four emergency services units in the county did not see an increase. Those four agencies had similar numbers to 2017. The Meeker County PSAP continues to use a regional approach to answering text-to-911 calls. Our text-to-911 calls are sent to another county who in turn relays that information to our dispatch center to be handled accordingly.



TEXT-TO-911

CALL if you can

Text if you **CAN'T**

ABOUT TEXT-TO-911

- Text-to-911 is now available throughout Minnesota. The service was deployed in December 2017.
- Text-to-911 can be the first contact option for individuals who are deaf, deafblind, hard of hearing or those with speech impairments.
- Text-to-911 should only be used when a person can't safely make a voice call.

Examples:

- When someone must stay quiet to remain safe.
- If peer pressure is strong.
- Text-to-911 is a discreet way to report domestic violence, home invasions, human trafficking, and suicidal individuals.

HOW TO TEXT 911

1. Enter the numbers 911 in the "To" field.
2. Text your exact location and type of emergency.
3. Send the message.
4. Promptly answer questions and follow instructions.

TIPS: Use simple words. Do not use abbreviations, emoji's, pictures or slang (BRB, IDK, THX, 2day and BTW). Do not text and drive!

Texting 911 with a false report is a crime. If you accidentally send a text to 911, send another text, or call 911 to let the dispatcher know that there is no emergency.

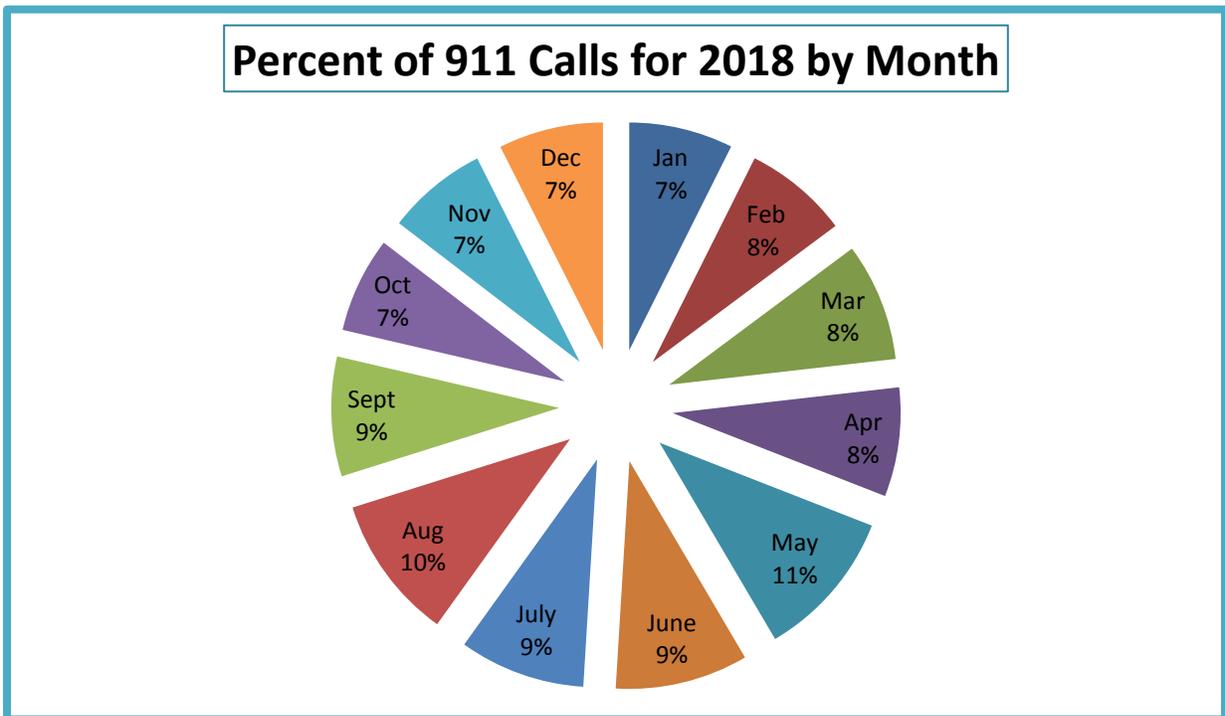
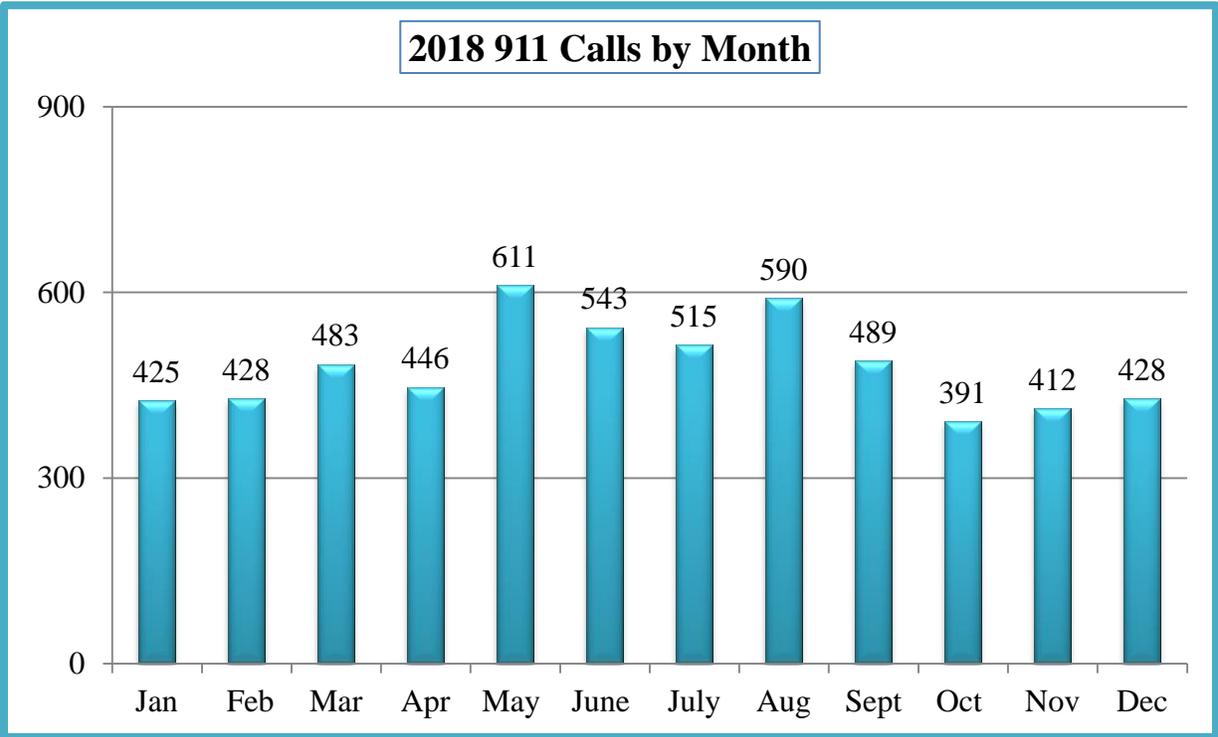
DID YOU KNOW?

Emergency response may be lengthened due to the time it takes for a text to 911 to be typed and sent. Delivery speed is not guaranteed.

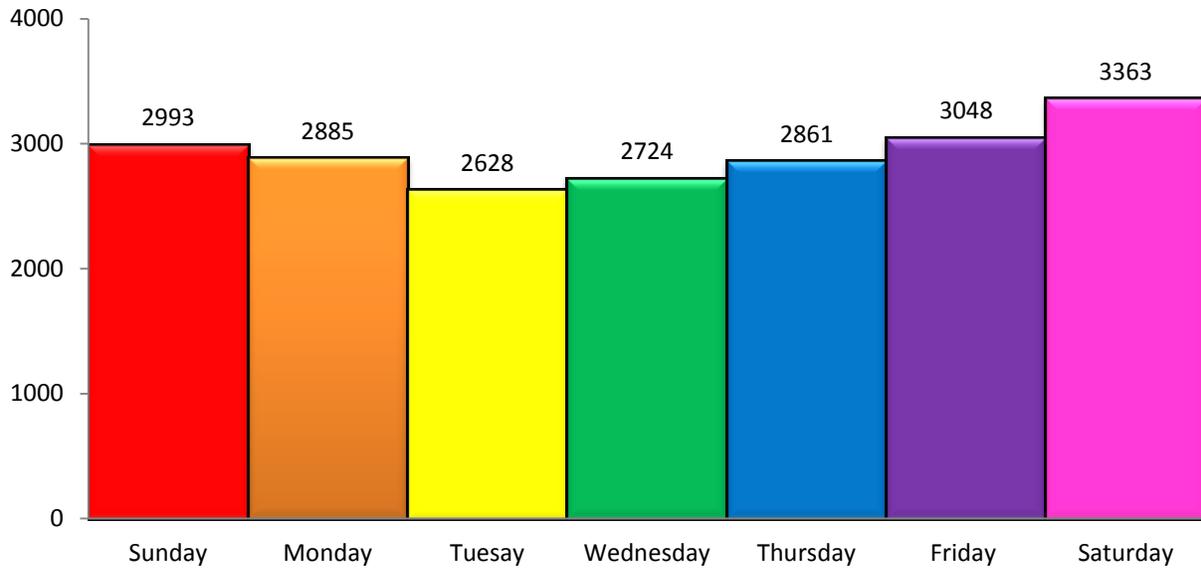
- Dispatchers prefer calls so they can get cues from background noise and voice inflections.
- If you text to 911, dispatchers will ask if they can call you.
- Location is not as accurate with text as it is with a call. Be sure to text your exact address.
- A text or data plan is required to use Text-to-911.
- Texts to 911 will get a bounce back message if you are roaming.
- Texts to 911 have a 160 character limit, can get out of order, or may not be received.
- There is no language translation service for texts to 911.



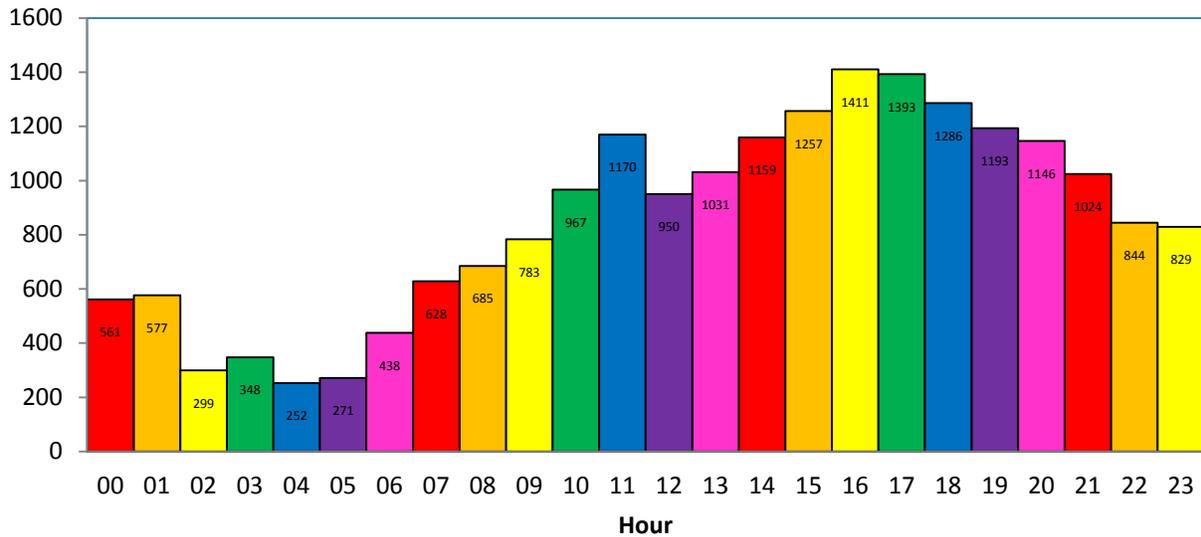
2018 Total 911 calls for Meeker County: 5,761



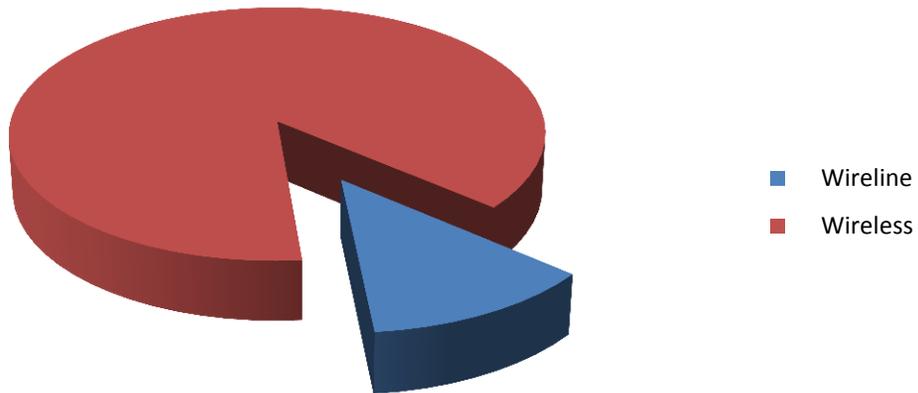
911 Call Volume by Day of Week Report Period 1/1/18 - 12/31/18



911 Call Volume by Hour of Day Report Period 1/1/18 - 12/31/18



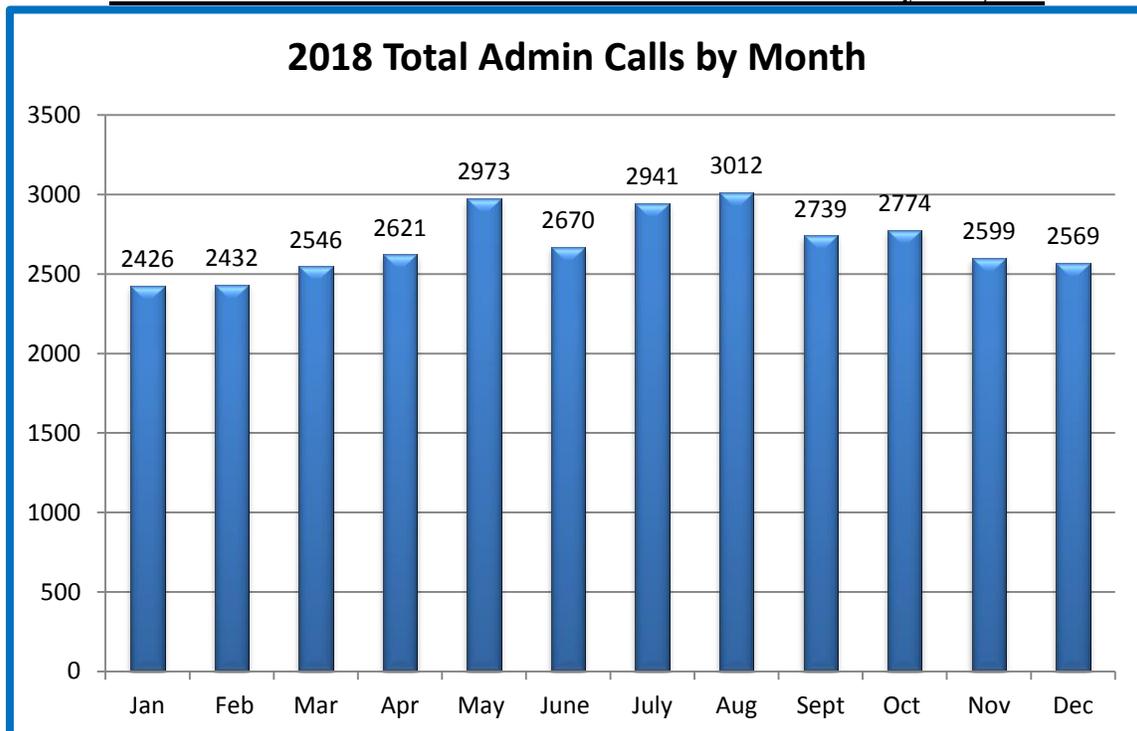
911 Calls by Cell Phone/Land Line Report Period 1/1/18 - 12/31/18



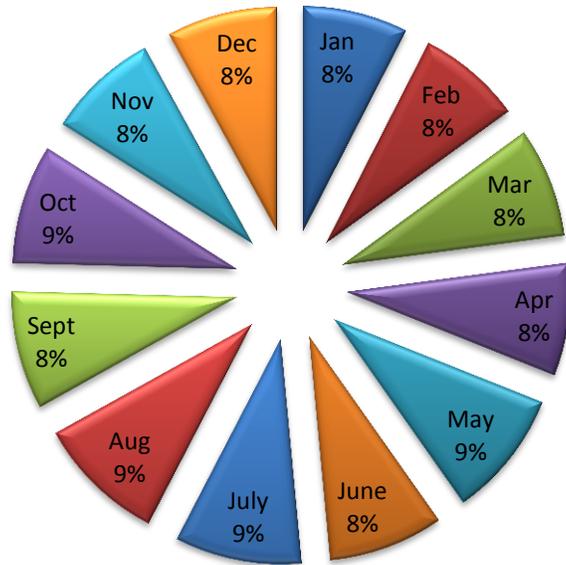
Type	Total	Percentage
Wireline	737	10.61%
Wireless	5224	89.39%
Total:	5961	100%

Wireless 911 re-bids 14,541

2018 Total Administrative calls for Meeker County: 32,302

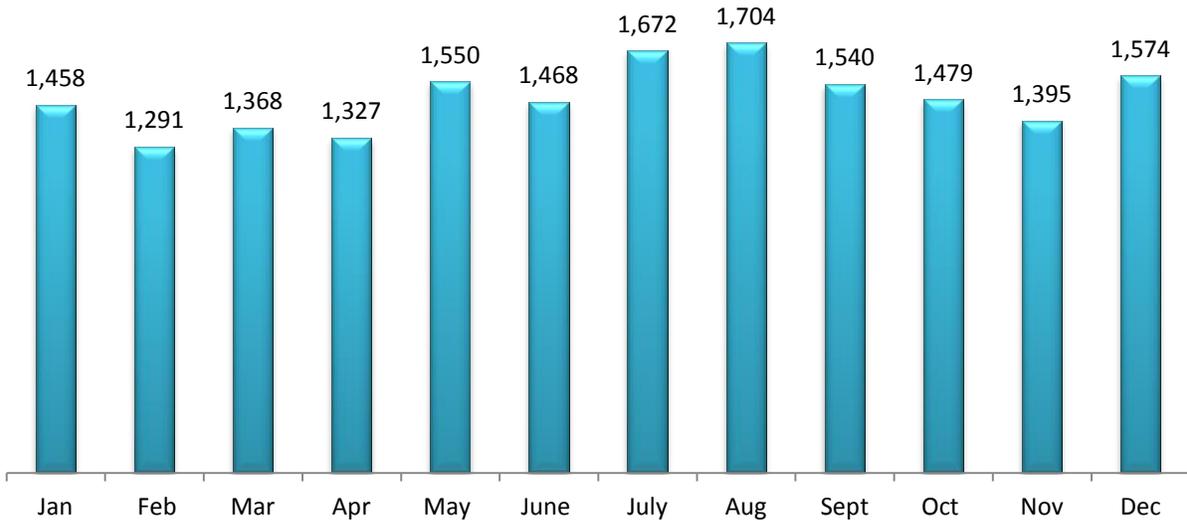


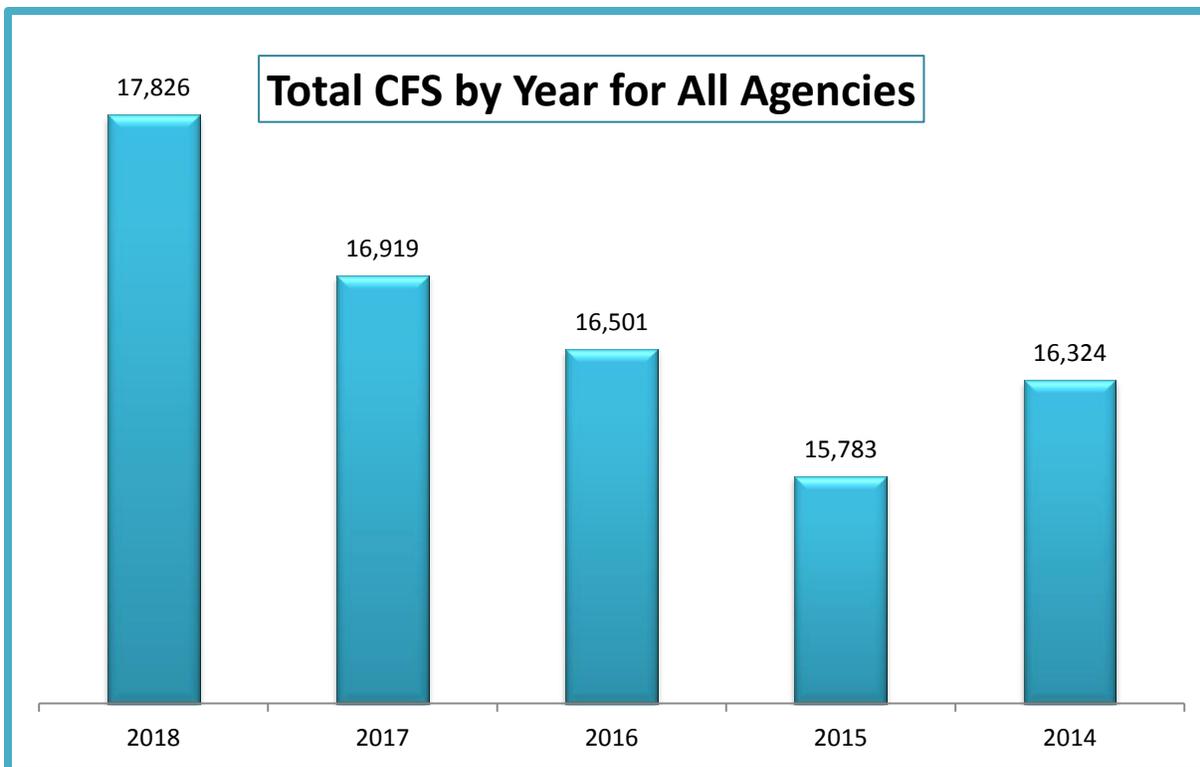
Percent of Admin Calls for 2018 by Month



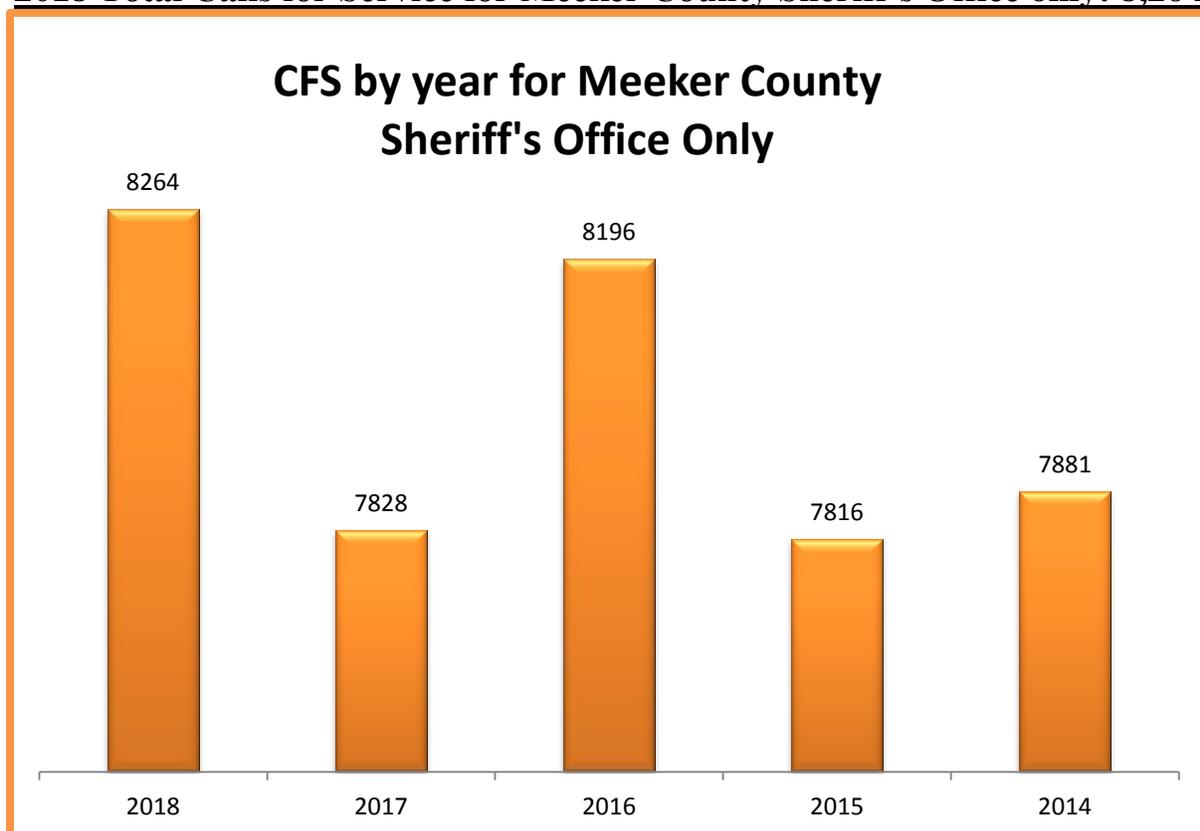
2018 Total Calls for Service (CFS) for All Agencies in Meeker County: 17,826

CFS by Month for All Agencies in Meeker County for 2018

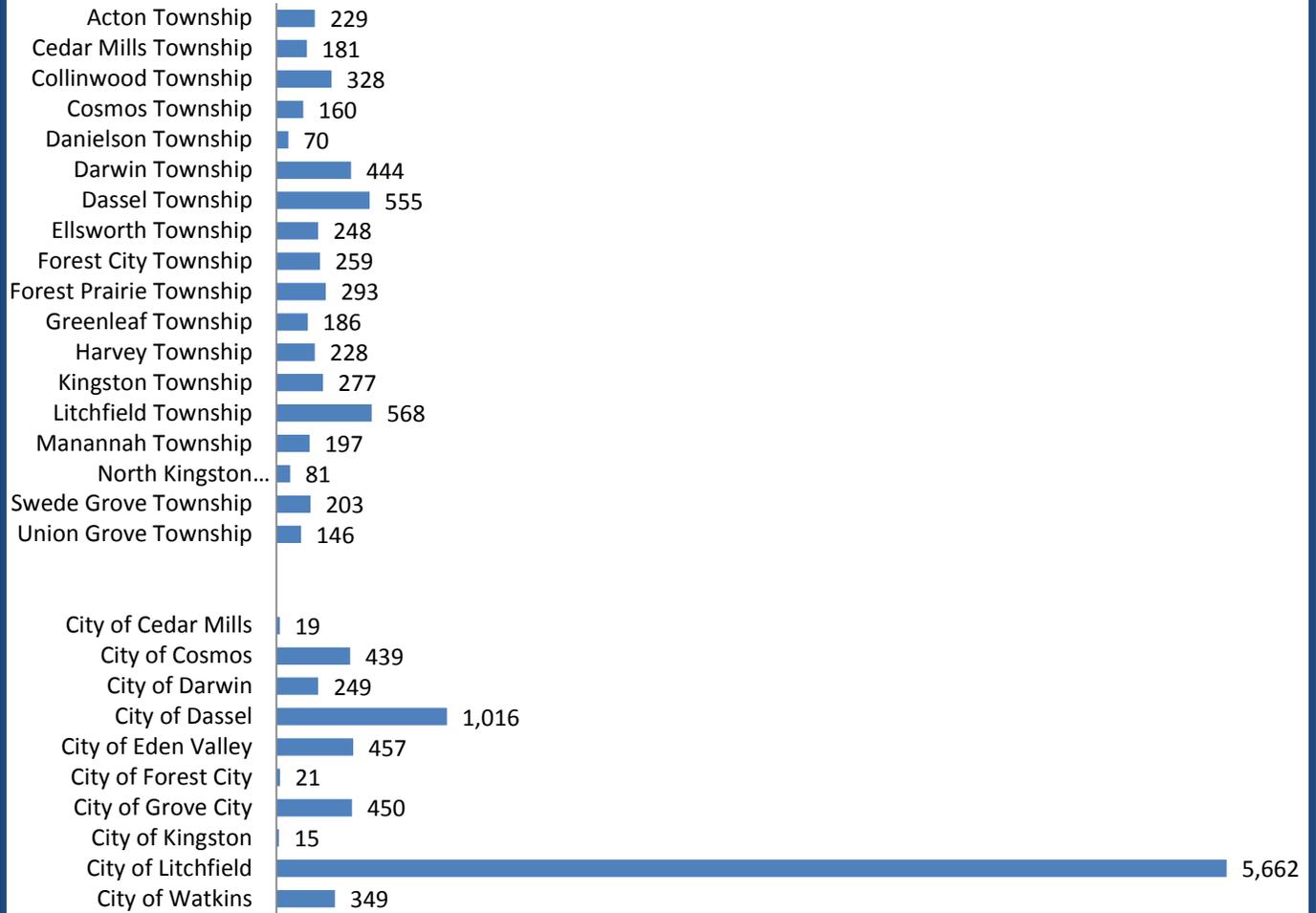




2018 Total Calls for Service for Meeker County Sheriff's Office only: 8,264



2018 CFS by Cities & Townships - All Agencies

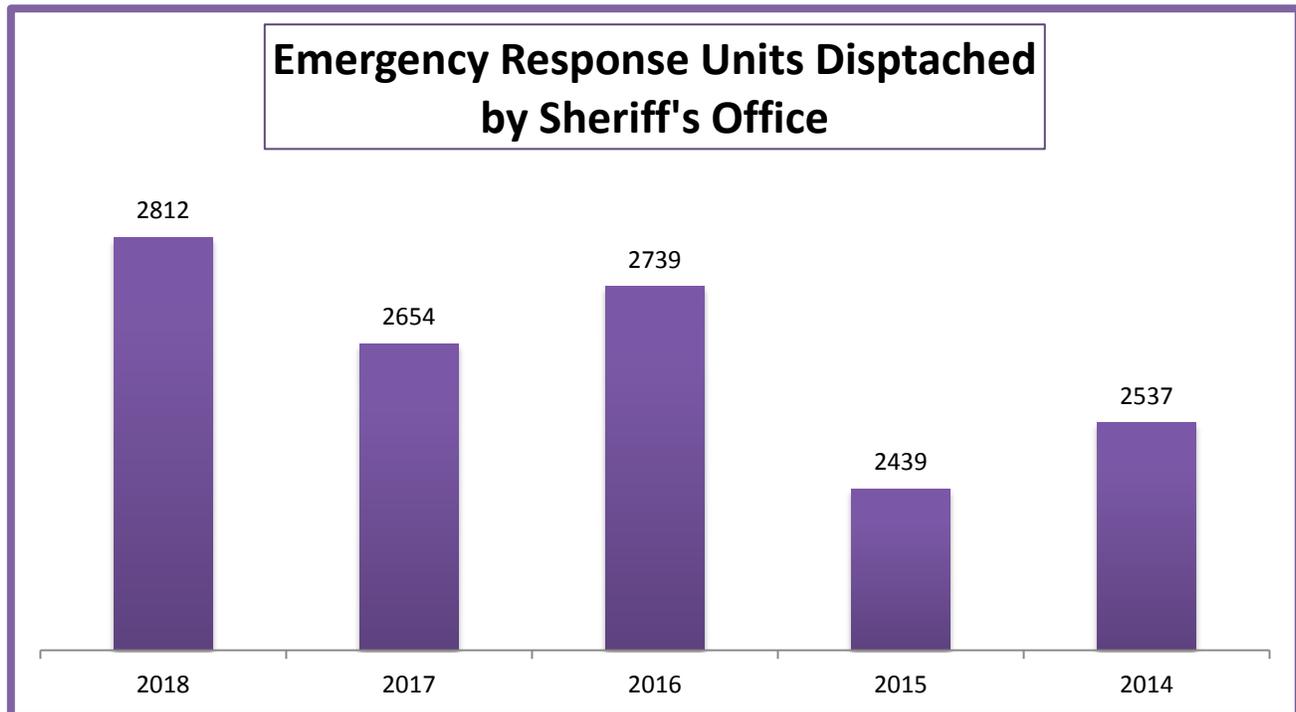




Emergency Response Units Dispatched
by Meeker County
Sheriff's Office Dispatch Center



Agency	2018	2017	2016	2015	2014
Cosmos Ambulance	75	70	99	77	84
Cosmos Fire & Rescue	31	29	27	26	17
Dassel Fire & Rescue	312	318	297	237	272
Eden Valley Fire & Rescue	151	125	154	131	149
Gold Cross Ambulance	1042	1016	1050	969	908
Grove City Fire Department	79	27	34	53	50
Grove City Rescue	79	90	86	65	73
Litchfield Fire Department	118	112	138	121	82
Litchfield Rescue	455	388	399	353	522
Watkins Fire Department	27	30	26	32	21
Watkins Rescue & Ambulance	443	449	429	375	359
Total:	2812	2,654	2,739	2,439	2,537





CodeRed is a free community notification system implemented by the Meeker County Sheriff's Office. The system is used to notify you of emergency and non-emergency events that could impact your safety. These notifications can go to landlines, cell phones, text messages and email. Code Red is also available through a mobile app on your smart phone. To sign up for this free service go to our website and click on the CodeRed banner: www.co.meeker.mn.us/217/Sheriff

Patrol Services

Meeker County Deputies patrol the county, respond to medical emergencies including vehicle crashes, serve civil process papers, diffuse civil disputes, enforce criminal and traffic laws, respond to Calls for Service (CFS) and initiate criminal investigations. Two of the leadership direction statements given to deputies to follow while out on patrol are: 1) “Meeker County Sheriff’s Office personnel will work towards improved quality of life for all residents through pro-active patrols with an emphasis on investigations directed toward drunk driving and illegal drug activity.” 2) “Meeker County Sheriff’s Office personnel will work towards improved community relationships through pro-active community interactions (i.e. community events, presentations, trainings, etc.).” The high expectations of these directives will result in a more professional patrol unit that keeps public safety as a top priority. The 2018 total activity for Meeker County Sheriff’s Office Deputies is as follows:

Criminal Incidents	2018	2017	2016	2015	2014
Arson	0	0	0	0	0
Assaults: 1st-5th Deg/Domestics/Terror Threats	60	80	88	96	100
Burglary	38	50	29	35	48
Crimes Against Family	6	3	1	9	15
Criminal Sexual Conduct	12	17	21	12	12
Damage to Property/Trespass	61	46	55	77	96
Disturb the Peace/Harassment/Interfere 911	38	37	41	50	80
Drug Crimes	43	65	46	42	24
Fleeing/Escape/Fail to Appear	8	6	8	7	13
Forgery	5	6	7	1	7
Gambling Crimes	2	1	0	0	0
Homicides	0	0	1	0	0
Kidnapping/False Imprisonment	0	1	1	0	0
Mistreat Animals	0	1	2	2	5
Obscenity	0	5	2	6	1
Order for Protection/Harassment Violations	14	21	21	20	20
Perjury/Obstruct Legal Process/False Info to Police	43	65	46	42	17
Robbery	1	1	0	0	1
Sell Liquor to Minors	1	7	0	0	1
Stolen Property	6	5	5	6	3
Theft of Property & Money	81	69	77	81	139
Theft Related-Credit card, NSF checks, Shoplifting, Computer Crime, Swindle	17	26	28	32	51
Vehicle Thefts/Tamper with Vehicle	22	22	24	13	17
Weapons Offenses	10	15	10	3	1
Welfare Fraud	0	0	0	5	0
Total:	468	549	513	539	651

All Other Incidents	2018	2017	2016	2015	2014
9-1-1 Hang Ups	89	133	187	235	603
Alarm	175	185	187	190	238
Animal Complaints-Dog	229	199	232	249	228
Animal Complaints-Other	95	141	178	138	196
Assist Other Agencies	534	602	512	557	417
Assist Public	283	244	219	220	351
Carbon Monoxide Alarm	1	0	0	2	6
Deer Possession Tag	35	28	32	51	50
Deliver Emergency Messages	2	3	11	7	7
Door Unlocks	75	81	77	88	79
Escorts	3	6	9	8	12
Noise Complaints	46	28	41	34	48
Open Doors - Residential & Business	10	8	13	16	22
Other	43	39	65	54	92
Scams	123	153			
Search Warrants	7	12	6	10	4
Security/Vacation Checks	36	72	36	51	72
Suspicious Activity	315	346	394	375	207
Unwanted Individual	32	41	44	24	26
Welfare Check	151	134	130	111	113
Total:	2284	2455	2373	2420	2771

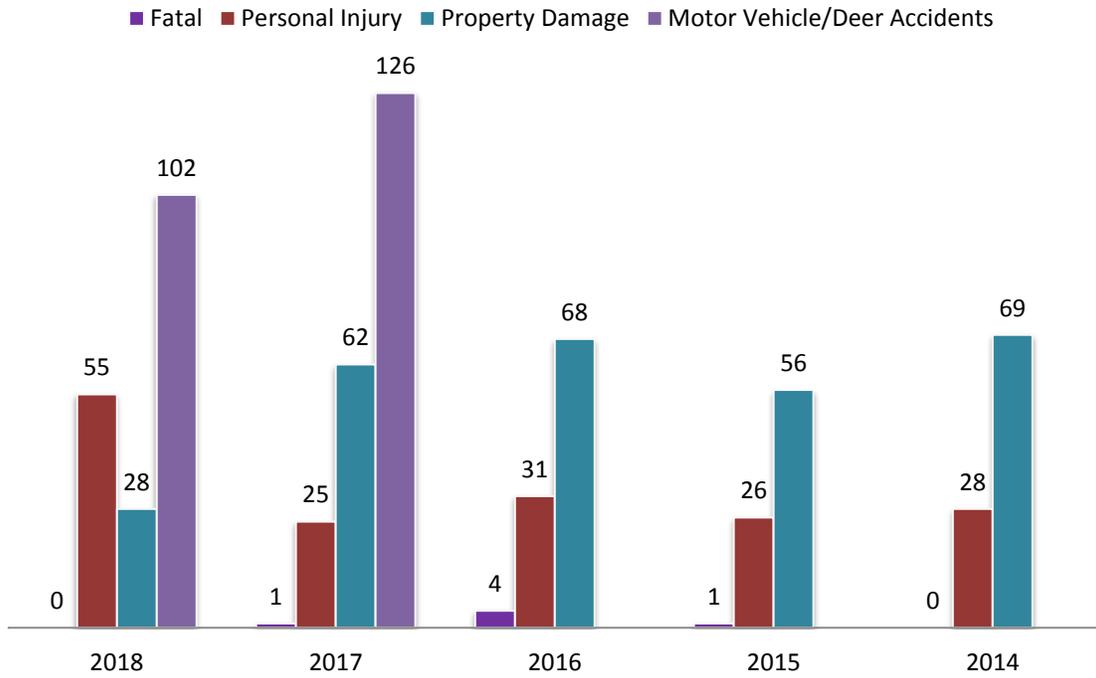
Meeker County Sheriff's Office Traffic Enforcement

Traffic Law Violations, Citations & Arrests	2018	2017	2016	2015	2014
All Other Traffic Violations	28	9	33	56	15
Boat & Water/Snowmobile Citations	0	1	3	0	0
Bus Stop Arm Violations	3	1	3	1	0
Driving After Cancel/Revocation/Suspension	52	47	63	58	40

Driver's License Violations	26	21	26	30	20
DUI/Refuse to Submit to Test	29	66	49	25	29
No Insurance/No Proof of Insurance	40	31	58	62	43
Open Bottle Citations /Allow Open Bottle	1	6	1	9	1
Parking Violations	2	3	0	17	25
Reckless/Careless Driving	4	10	10	10	9
Seat Belt Violations	22	2	11	8	13
Speed	146	98	238	263	132
Stop Sign Violations	14	3	9	10	3
Under 21 Drink & Drive	2	2	2	0	0
Underage Consumption/Possesses Citations	13	13	23	19	17
Vehicle Registration Violations	21	5	12	10	13
Yield Right of Way	5	5	5	2	5
Total:	408	323	546	580	365

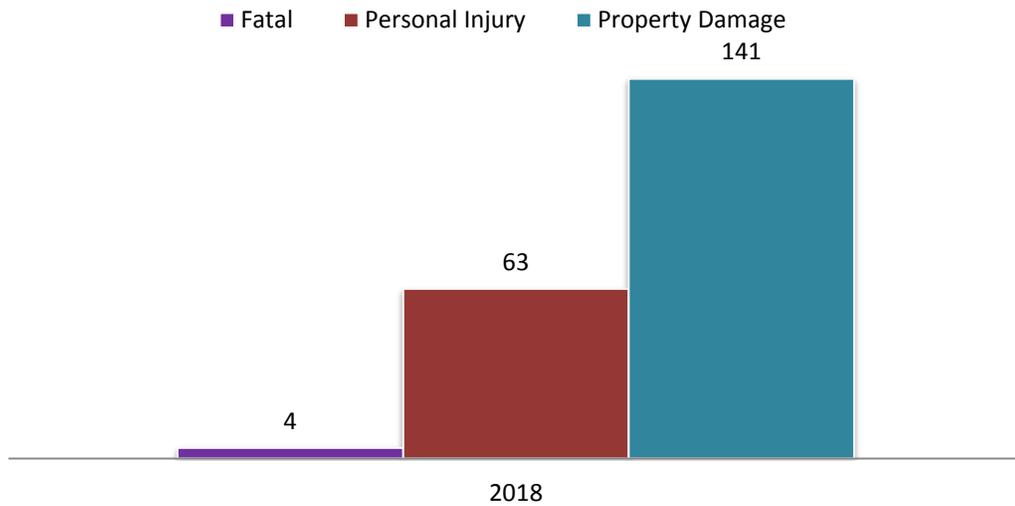
	2018	2017	2016	2015	2014
Traffic Stops	2457	1943	2347	2033	1009
Abandoned/Stalled Vehicles	139	249	315	272	376
Driving Complaints	311	373	371	359	335
Total Number of Traffic Accidents	185	214	269	229	226
Total:	3092	2779	3302	2893	1946

2018 Meeker County Sheriff's Office Reported Traffic Accidents



Motor Vehicle/Deer Accidents were added starting in 2017

2018 Total Traffic Accidents for All Agencies in Meeker County



Meeker County Contract Deputies

The Meeker County Sheriff's Office contracts with Dassel, Grove City and Watkins for full time policing services, and Cosmos for part-time policing services. The total activity for each contract city for 2018 is as follows:

Contract Town	2018 Calls for Service
Cosmos	428
Dassel	998
Grove City	443
Watkins	330

2018 Criminal Incidents	Cosmos	Dassel	Grove City	Watkins
Assault	4	1	2	3
Burglary	3	2	4	3
Check Forgery	1	1	0	0
Child Abuse/Maltreatment	13	11	11	19
Criminal Damage to Property	3	4	7	3
DANCO Violation	3	0	0	0
Disorderly Conduct	9	1	0	0
Disturbance	12	4	4	7
Domestics	9	9	3	1
Drugs/Paraphernalia	3	2	1	3
DUI	0	2	1	1
Forgery	1	0	3	0
Harassment/Stalking	9	8	5	1
Homicides	0	0	0	0
Identity Theft	0	0	1	0
Lost/Found Property	1	5	3	1
Property Damage Accident	4	13	3	5
Pursuit Vehicle/Person	0	1	0	0

Robbery	0	0	0	0
Scams/Swindle	3	13	9	3
Sex Crime Offense	2	2	3	3
Stolen Vehicle	2	0	2	1
Tamper w/MV	1	1	2	0
Theft by check	0	2	0	0
Thefts	8	13	9	12
Threats	4	0	3	2
Trespass	2	3	2	0
Violation of Order for Protection/Harassment	5	3	1	3
Weapons Offenses	0	0	0	0
Welfare Fraud	0	0	0	0
Total:	102	101	79	71

2018 All Other Incidents	Cosmos	Dassel	Grove City	Watkins
9-1-1 Hang Ups	2	14	14	4
9-1-1 Mis or Accident Dial	0	1	0	1
Abandoned/Stalled Vehicles	0	5	2	2
Alarms	11	31	7	9
Animal Complaints	21	33	37	18
Assist Other Agencies	20	14	9	6
Assist Public	26	37	23	17
ATV Complaint	0	1	4	2
Burning Complaint	1	2	2	0
Carbon Monoxide Alarm	0	0	0	0
Debris on Roadway	0	1	0	0
Deliver Emergency Messages	1	0	0	0
Driving Complaints	7	27	9	7
Escorts	0	4	0	0
Fire Calls	2	7	2	2
Funeral Escort	2	2	0	0
Gas Drive Off	1	3	2	12

HAZMAT/Chemical Spill	6	9	3	3
Medicals	0	48	14	9
Motorist Assist	0	14	5	1
Noise Complaints	3	16	8	4
Open Doors - Residential & Business	1	5	0	1
Ordinance Violations	4	19	10	21
Other	95	129	69	60
Search Warrants	0	1	0	1
Security/Vacation Checks	0	2	2	0
Shooting Complaint	0	2	1	2
Suspicious Person/Vehicle	13	57	19	19
Tobacco Violation	0	0	1	0
Traffic Stops - Citations	9	37	6	3
Traffic Stops - Warnings	76	332	91	27
Unlock Vehicle	8	22	6	12
Unwanted Individual	1	4	2	1
Welfare Check	16	18	16	15
Total:	326	897	364	259

Toward Zero Death (TZD)

What is TZD?

The Toward Zero Deaths approach is based on the belief that even one traffic-related death on our roads is unacceptable. This “zero deaths” idea was first adopted in Sweden in 1997 as "Vision Zero" and since then has evolved to several state Departments of Transportation (DOT), including Minnesota, that have identified zero deaths as a core objective in their Strategic Highway Safety Plans.

TZD uses a data-driven, interdisciplinary approach that targets areas for improvement and employs proven countermeasures, integrating the application

of education, enforcement, engineering, and emergency medical and trauma services (the “4Es”). A combination of strategies from different focus areas is often most effective for solving a particular problem.

Meeker County is partnered with Kandiyohi County and participates in the extra patrols that focus on distracted driving, speed enforcement and DUI enforcement.

Meeker County Safe Roads Coalition

The Meeker County Sheriff’s Office partnered with the TZD Meeker County Safe Roads Coalition. This coalition brings the State TZD philosophy to the local level.



The Joyride program and School Safety Day are an example of the work from this coalition. Joyride is a program that gives those who are celebrating at local bars an opportunity to get a safe and sober ride home. School Safety Day brings first responders into the school to educate our young

drivers on the serious consequences of distracted driving and driving under the influence. The coalition also works on bringing traffic education to the public at various health and community expos along with setting up child safety seat inspections.



2018 Eden Valley Watkins High School Safety Day

Snowmobile / Boat and Water / OHV Patrols



The Meeker County Sheriff's Office is responsible for Snowmobile, Off Highway Vehicle (OHV), and Water Safety patrol and enforcement. Patrol deputies and seasonal water patrol deputies work these patrols year round. Grant monies received from the State of Minnesota help with enforcement efforts and needed equipment.

Snowmobile Safety Enforcement Grant

The Snowmobile Safety Enforcement Grant for fiscal year 2018 is \$3,559. The fiscal year runs from July 1, 2018 through June 30, 2019. We received 6 snowmobile complaints in 2018 and did not receive any reports of snowmobile accidents.

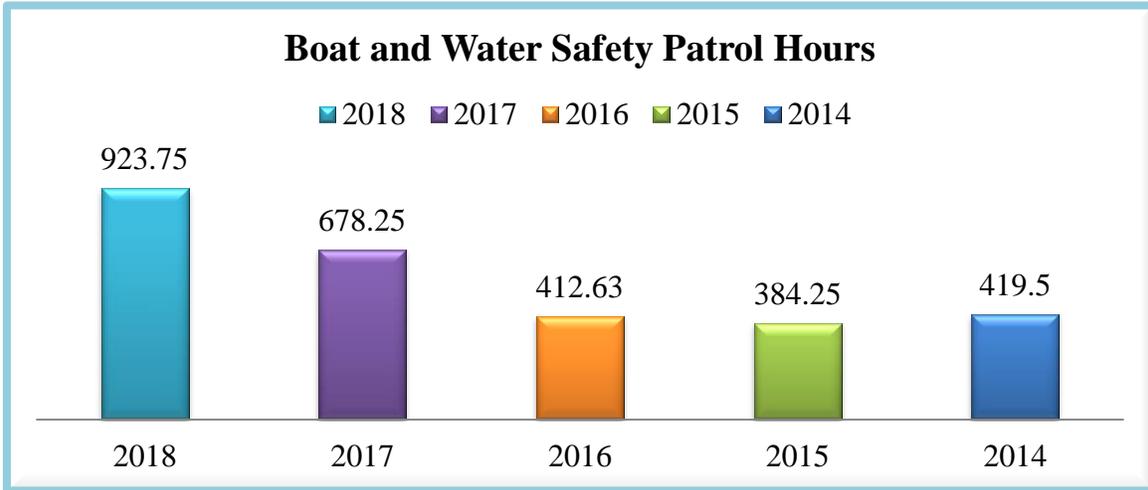


Boat and Water Safety Grant



The Boat and Water Safety Grant runs from January 1, 2018 to June 30, 2019. The grant for the 2018 fiscal year is \$7,095. The Meeker County Sheriff's Office also partnered with the county Aquatic Invasive Species (AIS) program and has additional resources for dedicated AIS inspections. We received 11 boating complaints and investigated two boating

accidents involving injuries. In 2018, the total AIS hours were 300 for which the AIS committee reimbursed the Sheriff’s Office \$4,725.



Boat and Water	2018	2017	2016	2015	2014
Complaints	11	12	16	5	14
Temporary Structure Permits	46	45	60	66	74

OHV Safety Enforcement Grant (Off-Highway Vehicle)

The Meeker County Sheriff’s Office received \$6,537.00 for the OHV Safety Enforcement Grant fiscal year 2018. The fiscal year runs from July 1, 2018 through June 30, 2019. We received 27 OHV



complaints in 2018 and investigated three injury OHV accidents, one of which was fatal.

Investigations

The Meeker County Sheriff’s Office currently has three full-time detectives responsible for investigating criminal activity to include: child abuse/neglect, vulnerable adult crimes, welfare fraud, sexual assaults, financial crimes, fraud,

computer/internet crimes, thefts, burglaries, death investigations (natural, suicide and homicide), robberies, etc. Of the 8,264 Calls for Service received for the Meeker County Sheriff’s Office in 2018, 633 were forwarded to the detectives for further investigation. The detectives are also responsible for background investigations of potential new hires as well as internal affairs investigations.

Reported Deaths in Meeker County:

Meeker County contracts with Midwest Medical Examiner’s Office for coroner services. Death Investigators respond to the scene of reported deaths and work with the Sheriff’s Office to complete the death investigation.

Of the 183 reported deaths in Meeker County in 2018, 11 autopsies were performed as a part of those death



investigations. "Reportable, Declined" includes deaths that were investigated but the actual death certificate was signed by a local M.D. The following is a report by the Medical Examiner’s Office for reported deaths for all of Meeker County:

Meeker County Deaths	2018	2017	2016	2015	2014
Motor Vehicle Accident	3	1	3	4	2
Natural	8	7	8	4	9
Non Motor Vehicle Accident	9	4	3	6	7
Reportable, Declined	162	145	115	119	119
Suicide	1	6	9	3	6
Homicide	0	0	1	0	0
Total	183	163	139	136	143

Drug and Gang Investigations:

The Meeker County Sheriff’s Office has two detectives assigned to the CEE-VI Drug and Gang Task Force. CEE stands for Cooperative Enforcement Effort and the Roman numeral VI stands for the original six counties that were a part of the

cooperative when it was formed in 1990. The CEE-VI Drug and Gang Task Force currently consists of the following counties: Meeker, Chippewa, Kandiyohi, Swift and Yellow Medicine. There is federal, state and local funding used for this initiative. The funding includes a per capita charge of \$4.75 in each county. The counties that provide personnel are reimbursed salary and benefits. This year we saw a significant increase in cocaine, marijuana and methamphetamine seizures. The following is the reported activity for all of Meeker County:

CEE-VI Drug Task Force Statistics	2016	2017	2018
Arrests	38 (1 gang)	60 (0 gang)	60 (2 gang)
Drug and/or Gang Presentations	1 for 50 people	2 for 43 people	2 for 20 people
Searches	25	25	24
Children Removed		14	4
Asset Seizures			
Cash	\$9,678.00	\$4,641.00	\$13,480.00
Vehicles	0	2	2
Hand Guns	5	1	3
Long Guns	20	14	6
Drugs Seizures			
Cocaine	4.20 grams	11.51 grams	517.80 grams
Hashish		.30 grams	None
Heroin	3.20 grams	None	5.20 grams
Marijuana	3748.74 grams (8.25 lbs)	2.46 ounces	23982.20 grams (52.87 lbs)
Marijuana - concentrate		.60 grams	802.70 grams
Meth	778.88 grams (1.71 lbs)	654.48 grams (1.44 lbs)	1187.64 grams (2.61 lbs)
Prescription	90.00 pills		3.00 pills

D.A.R.E.



This year millions of school children around the world will benefit from D.A.R.E. (Drug Abuse Resistance Education), the highly acclaimed program that gives kids the skills they need to avoid involvement in drugs, gangs, and violence. D.A.R.E. was founded in 1983 in Los Angeles and has proven so successful it is now being implemented in 75 percent of our nation's school districts and in more than 52 countries around the world.

The Meeker County Sheriff's Office provides this program to the 5th grade classes in both the Atwater Cosmos Grove City (ACGC) and Eden Valley-Watkins (EVW) school districts. D.A.R.E. Deputy Josh Case is assigned to EVW and D.A.R.E. Deputy Sara Miller is assigned to ACGC. In 2017 we updated our D.A.R.E. program to the new curriculum called "Keepin' it REAL," which puts an emphasis on decision-making skills instead of drug lectures. D.A.R.E. envisions a world in which students everywhere are empowered to respect others and choose to lead lives free from violence, substance abuse and other dangerous behaviors. At the completion of our 10 week program, we host a D.A.R.E. graduation for the families of the D.A.R.E. students. As a special treat, we bring in a magician who, through a very entertaining magic show, reinforces the D.A.R.E. teachings.



2018 ACGC D.A.R.E Class



2018 EVW D.A.R.E. Class

Training

The Meeker County Sheriff's Office will continue to strive to make the Sheriff's



Office the best it can be and one the public can be proud of and trust. This will be achieved through continued professionalism and highly trained Sheriff's Office personnel. The Minnesota Peace Officer Standards and Training (POST) Board is responsible for licensing Peace Officers in the State of Minnesota. As a requirement of this license, each deputy is required to complete a minimum of 48 hours of continuing education every three years. It is not

uncommon for deputies to have two to three times the minimum number of hours.

We train on all aspects of law enforcement including those we rarely encounter. The public expects we will be trained and able to handle whatever situation we encounter.

We take this responsibility very seriously and spend countless hours each year to better our skills and knowledge of this job. In addition to all the law enforcement training, deputies are also certified Emergency Medical Responders (EMR).

ICLD

All full time employees are enrolled in the Institute for Credible Learning and Development (ICLD) leadership program through a partnership with the Minnesota's Sheriff's Association (MSA). The leadership program is a comprehensive, career-long leadership education and developmental program. Participants complete an in-depth journey by addressing relevant topics and proven theories offered by ICLD.



A majority of law enforcement professionals attending the ICLD program report the following positive outcomes:

- Increased officer safety.
- Increased organizational thought.
- Reduction in stress.
- Reduction in citizen complaints.
- Increased capacity in character building behaviors.
- Increased accountability and responsibility.
- Increased personnel engagement and job satisfaction.
- Improved personal self-awareness and decision-making.
- Improved integrity of personal and professional conduct.
- Enhanced personnel civic mindedness and involvement in the community.
- Increased cross-cultural awareness, understanding and tolerance.
- Increased ability to develop partnerships with community representatives.

Community Education and Presentations

Meeker County Sheriff's Office staff routinely present at various civic groups, church groups and public presentations. Our goal is to educate the public on what to watch for when it comes to criminal activity and how to be safe. We present on a wide variety of topics including sex trafficking, drug trafficking, scams, bike safety, active shooter, distracted driving, etc. With the increased use of vaporizers and the availability of drugs to teenagers, we developed a "Hidden in Plain Sight" program. Hidden in Plain Sight is an interactive presentation that provides parents with the knowledge and insight on drug use indicators that can be found in a teen's room. These indicators will help parents determine if their child is using or experimenting with drugs. The presentation strengthens parent's knowledge of drug use and abuse in our community. Also as a regular part of our effort to reach out to the community,

we have hosted many “Coffee with the Sheriff” events throughout the county. These are informal gatherings where the public can interact directly with the Sheriff and Sheriff’s Office staff, ask questions or simply say hi. If your group or organization would like our office to present to your group, call our office and we will have someone attend one of your meetings.



Sheriff Cruze presenting Hidden in Plain Sight to a group of area educators.

Safe Schools Initiative

In cooperation with Meeker County Probation and the Meeker County Attorney’s Office, we brought a Safe Schools initiative to the school districts in Meeker County. These meetings bring together school officials, social services, probation, prosecutors, and law enforcement to the table to discuss issues we are all facing with the children in our communities. These meetings touch on wide ranging issues from truancy, drug use to mental health issues. Cooperatively we are better able to address and understand everyone’s role with solutions to these issues. Annually we have a county wide Safe Schools meeting where all county school districts and stake holders are brought together to present and discuss issues in the various districts.

ALICE Training

ALICE stands for Alert, Lockdown, Inform, Counter, and Evacuate. This is a pro-active approach to address potential threats of an aggressive intruder or active shooter event in our schools. We currently have four deputies who are certified ALICE trainers. These deputies work in conjunction with our schools to bring this pro-active approach to our county. This training is based on the premise that protection and safety must be the priority in an active shooter event. ALICE training provides options addressing the unique challenges that present themselves in these situations.

Teen Academies

The Meeker County Sheriff's Office held our second annual Teen Academies. These academies are intended to provide youth an inside look at the operations and services of our office. The Teen Deputy Academy focuses on patrol operations including traffic stop scenarios, law enforcement procedures, handcuffing and defensive tactics. The Teen Detective Academy focuses on crime scene investigations, evidence collection and a mock court trial. This program is free and open to all Meeker County residents age 13-18 and all out of county residents age 13-18 who attend the ACGC, D-C, EVW or Litchfield School Districts. This is a great opportunity for these students to interact with law enforcement, see what the profession is all about and potentially start a career path into the law enforcement profession.





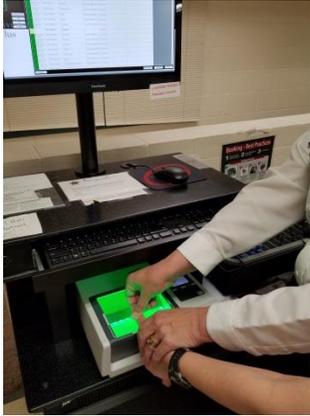
2018 Teen Deputy Academy Graduates



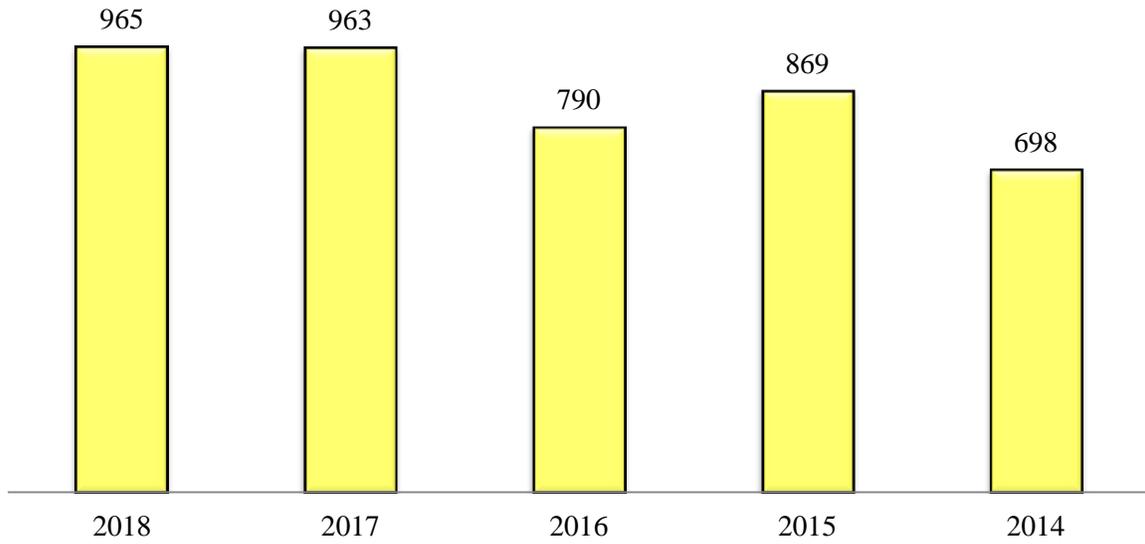
2018 Teen Detective Academy Graduates

Meeker County Jail

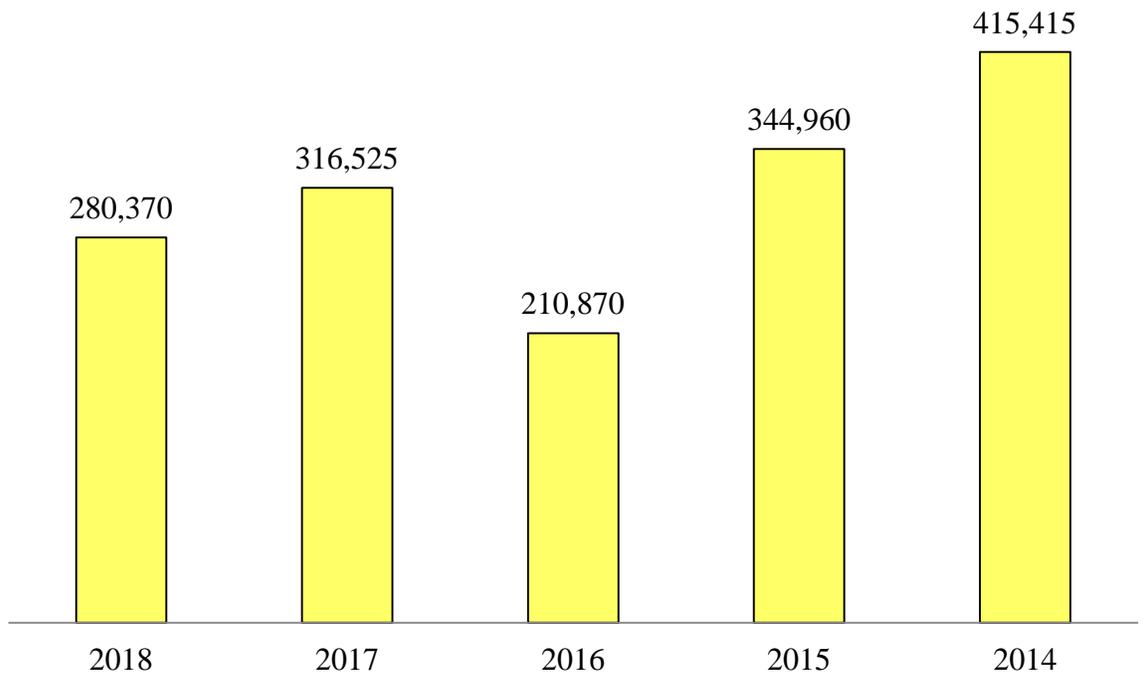
The Meeker County Sheriff's Office Jail is responsible for housing inmates awaiting court, as well as those who are sentenced for misdemeanor and gross misdemeanor offenses. The average daily population for 2018 was 40 inmates per day. The Jail also boards inmates from other counties and the Minnesota Department of Corrections (DOC). The Meeker County Sheriff's Office charges \$55 per day for inmates who are boarded for other jurisdictions. In 2018, the Jail boarded 149 inmates with an average stay of 31 days for those inmates. The boarding revenue received for 2018 was \$280,370. The average stay for all inmates booked into our facility is 14 days. The 2018 MN DOC Inspection report for the Meeker County Jail showed a 97.62% compliance rate on mandatory requirements and a 97.03% compliance rating on essential requirements. Our deficiencies came from outdated emergency and training plans. We updated those plans and provided all documentation to the DOC to be in compliance. More concerning to the DOC was our staffing levels which directly impacted the required well-being checks by staff. Due to staffing shortages, staff, at times, were unable to perform well-being checks as prescribed by the DOC. The recommendation by the DOC, to make sure we are in compliance with their rules, was to add staffing. We contracted to have a complete staffing study of the jail done in 2018, which also pointed out staffing shortages. To be in compliance with the DOC, the Meeker County Board of Commissioners agreed to add three staff members in 2019 and two staff members in 2020.

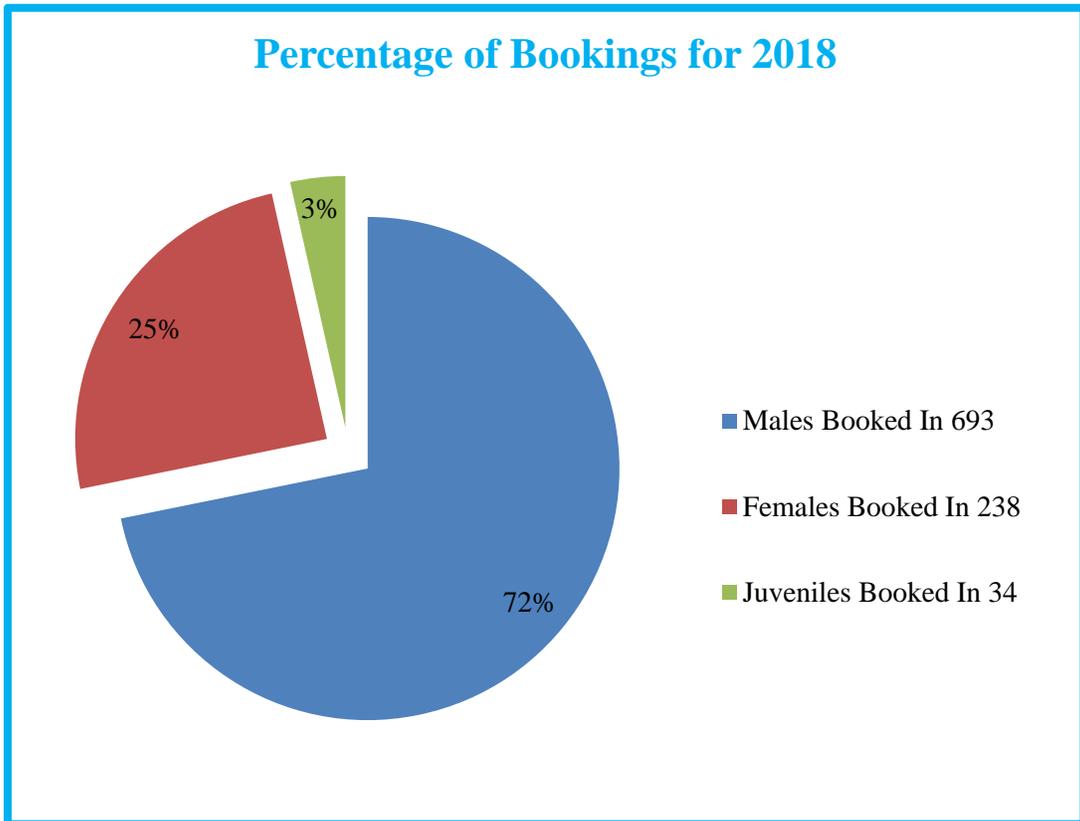
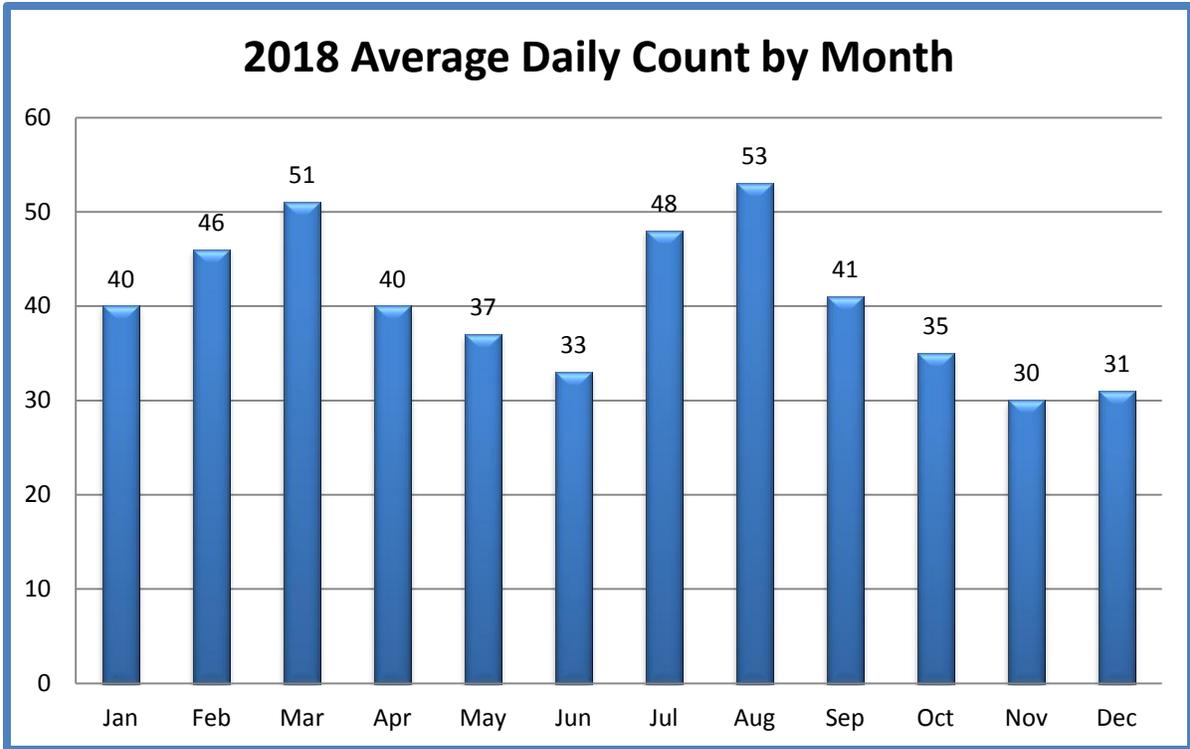


Total Bookings

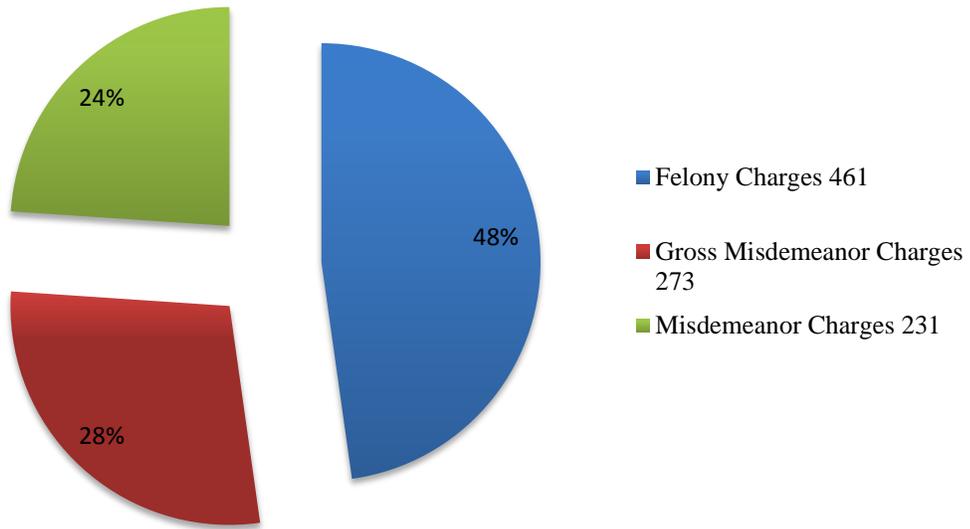


Boarding Fees Received

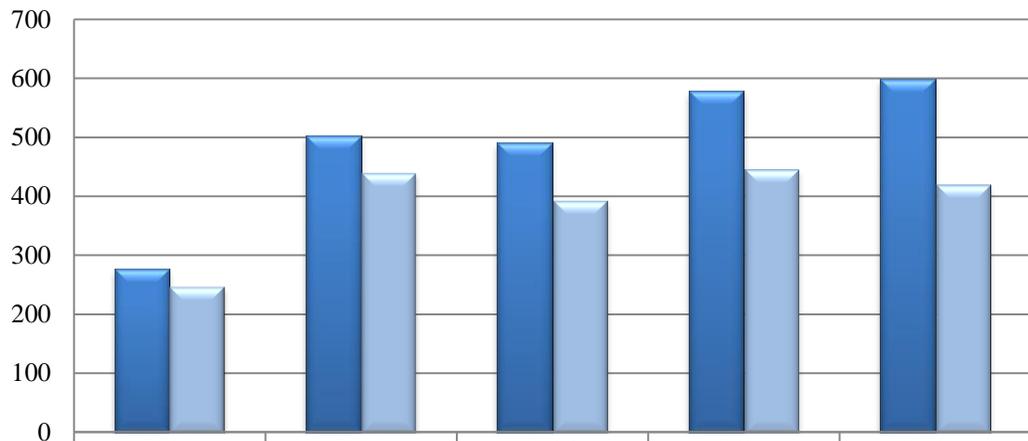




2018 Bookings by Charge Level



Transport Hours and Total Transports



	2018	2017	2016	2015	2014
■ Transport Hours	275.85	502.2	490.01	578.31	598.98
■ Total Transports	248	440	393	446	420

Court Security

The security of the Meeker County Courthouse is the responsibility of the Sheriff's Office. Since the installation of the security station in 2018, we have seized more than 70 knives off people and arrested two people for the possession of methamphetamine. In one of those cases, the person had 49 grams of methamphetamine as he attempted to pass through security. Court security remains a high priority for Meeker County and we continue to explore a remodel to include a secure prisoner elevator and prisoner holding cells on the court level. This would cut down dramatically on prisoner movement in public areas. Sheriff Cruze fully supports both of these initiatives to improve security and safety in the Meeker County Courthouse.



Civil Process Services



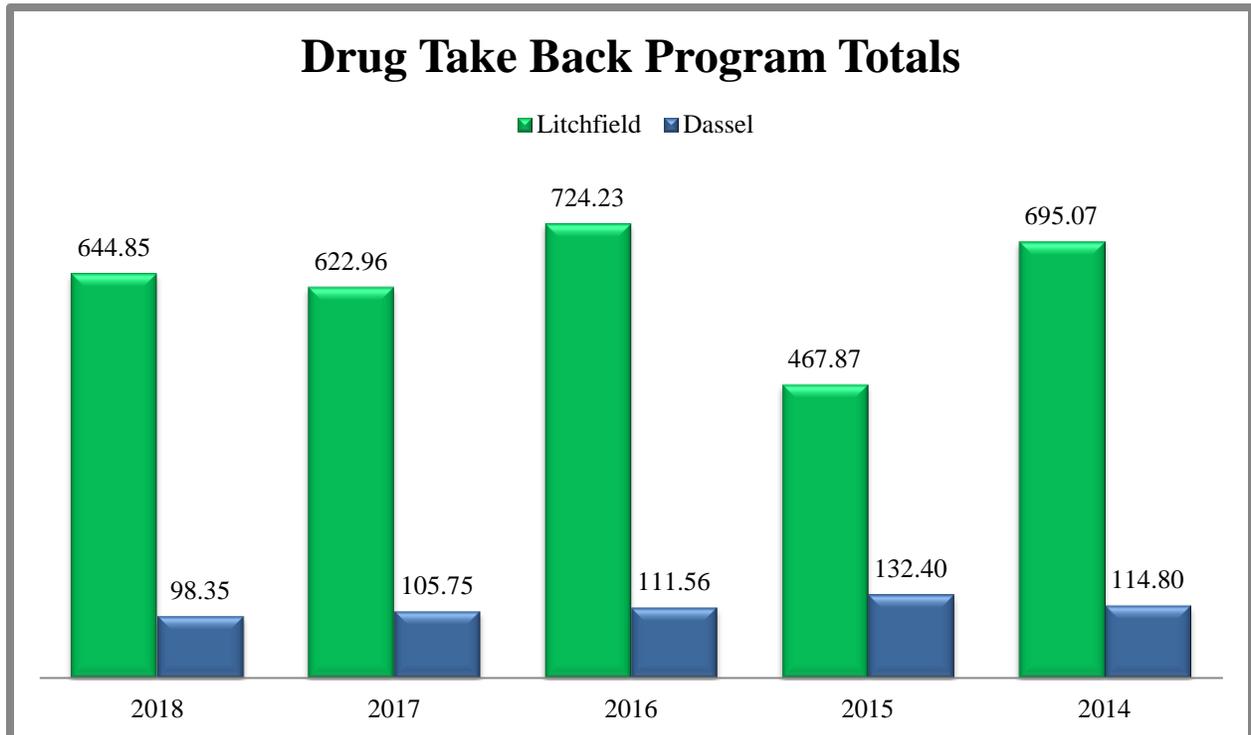
In 2018, the Meeker County Sheriff's Office served a total of 526 civil process papers. The most common types of papers a deputy sheriff serve include Summons & Complaints, Subpoenas, Petitions, Notices, Mortgage Foreclosures, Orders, Evictions, Writs of Recovery, Writs of Execution, Orders for Protection, Harassment Restraining Orders, Civil Commitments and Affidavits. In 2018, the Sheriff's Office collected \$22,115.64 in civil process service fees.

SHERIFF FEES FOR 2019		
911 recordings (911 calls, radio traffic on data CD/DVD)	\$ 30.00	Per hour (1 hr minimum charged)
Audio/Video Recordings on CD/DVD	\$ 30.00	Per hour (1 hr minimum charged)
Background Check: In-House	\$ 5.00	Per person (for private business or agency. Does not include government agencies or branches of the Armed Forces)
Fax: Sent or Received	\$ 0.25	Per page
Firearms Storage Fee	\$ 1.00	Per day per gun (30 day minimum charged)
Impound Storage Fee	\$ 15.00	Per day (effective 5 days after date of Notice of Impoundment letter)
Animal Fees:		
~ Pound Pickup Fee	\$ 50.00	Per animal
~ Impoundment Fee	\$ 5.00	Per day (charged after the first 24 hours)
Civil Process Fees:		
~ Paper Service	\$ 70.00	Up to 3 attempts, mileage included
~ Each Additional Attempt	\$ 25.00	Mileage included
~ Additional Papers at Same Address	\$ 30.00	Mileage included
~ Return of Unserved Process	\$ 70.00	Mileage included
~ Redemption of Property Mortgagor	\$ 250.00	Per redemption
~ Sale Notice - Posting 3 Copies	\$ 70.00	Per notice
~ Sheriff Sales	\$ 75.00	Per sale
~ Writ of Execution Commission Service	6%	Per writ/\$20 minimum charged
~ Writ of Execution Service	\$ 74.00	Per writ
Deputy Time:		
~ Standard	\$ 55.00	Per hour (3 hr minimum charged)
~ Deputy: Squad Required for Roadway Escorts	\$ 75.00	Per hour (3 hr minimum charged)
~ Deputy: Reserve/Posse time	\$ 20.00	Per hour
False Alarm Fees:		
~ 4th & 5th in a Year	\$ 25.00	Each
~ 6th & Subsequent in a Year	\$ 50.00	Each
Gun Permits:		
~ Meeker Residents: New	\$ 40.00	Per permit
~ Meeker Residents: Renew	\$ 35.00	Per permit
~ Out-of-State Residents: New	\$ 75.00	Per permit
~ Out-of-State Residents: Renew	\$ 70.00	Per permit
~ Purchase/Transfer Permit	Free	Per permit

~ Replacement Cards	\$ 10.00	Per permit
Jail Fees:		
~ Fingerprint Cards: Out-of-County Resident	\$ 15.00	Per card
~ Fingerprint Cards: Meeker Resident	Free	Per card
~ Booking Fee	\$ 25.00	Per booking
~ Boarding Fee	\$ 55.00	Per day
~ Pay-for-Stay Fee	\$ 20.00	Per day
~ Huber Fee	\$ 20.00	Per day
~ Huber Urinalysis Fee	\$ 30.00	Per sample
~ Inmate Doctor Fee	\$ 15.00	Per in-house visit
~ Inmate Nurse Fee	\$ 5.00	Per in-house visit
~ Probation Urinalysis Fee	\$ 10.00	Per sample
~ Probation Portable Breath Test fee	\$ 5.00	Per test
Photographs:		
~ Burned Onto CD/DVD	\$ 10.00	Per CD/DVD
Records Clerk	\$ 25.00	Per hour (for persons requesting documents in large volume that are time consuming, 1 hr minimum in addition to document fee)
Reports/Documents:		
~ Copies Printed	\$ 0.25	Per page
~ Copies on CD/DVD	\$ 10.00	Per CD/DVD
Scanning	\$ 10.00	Per page CD/DVD
Typing Reports	\$ 20.00	Per hour (1 hr minimum charged)

Drug Take Back Program

The Meeker County Sheriff's Office continues this free service to Meeker County residents. This service provides a safe and secure manner of disposing unused and expired medications. The Sheriff's Office has two Take Back Boxes, one at our main office in Litchfield and one at the Dassel Office at the Dassel City Hall. 2018 Total Pounds of Prescription Drugs Disposed: 743.20



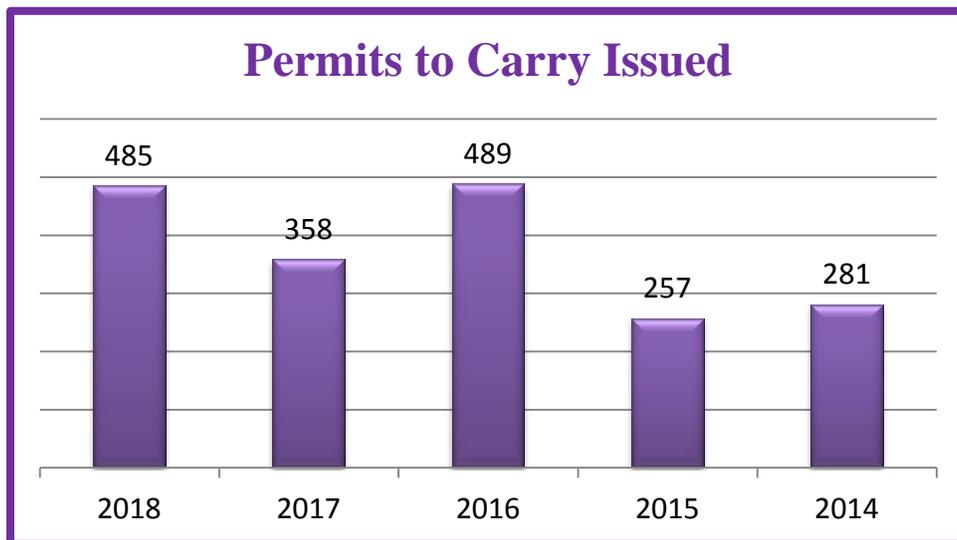
Gun Permits

The Meeker County Sheriff is responsible for issuing all Permits to Carry in the county and all Permits to Purchase for all residents who don't live in a city with an independent police department. In 2018 the Permit to Carry application fee was \$40.00 with renewals costing \$35.00. For each Permit to Carry approved, by law, \$10.00 for new and \$5.00 for renewal applications is submitted to the MN Bureau of Criminal Apprehension (BCA). Each year a report is made to the BCA in reference to our permit activity. This report can be viewed at:

<https://dps.mn.gov/divisions/bca/bca-divisions/administrative/Documents/2018-Permit-to-Carry-Report.pdf>

Permits to Purchase: In 2018, there were 203 Permits to Purchase issued.

Permits to Carry: In 2018 there were 485 Permits to Carry issued.



Meeker County Emergency Management

Meeker County Emergency Management has multiple areas of responsibility to include planning, preparedness, mitigation, response and recovery. Our planning objectives and our response efforts focus on saving lives, protecting property, meeting the needs of victims, reducing the effects of an emergency on essential facilities and utilities and minimizing the disruption on our community's financial livelihood. Our preparedness process includes multiple plans, whole community input, other county agencies, neighboring county emergency managers and regional planning.

Meeker County Emergency Management receives a yearly grant called Emergency Management Performance Grant (EMPG). The amount received is based on a state formula involving population and tax base. The amount received for 2018 was \$21,088.00. This money supports the salary base for our director and assistant. The EMPG allows Homeland Security Emergency Management (HSEM) to manage baseline requirements across the state so all counties are equal at a certain level of preparedness. The fiscal year for these grants runs from January 1 to December 31, 2018.

Meeker County Emergency Management receives a yearly grant called Radiological Emergency Preparedness Grant (REP). The amount received for 2018 was \$6,000.00. This grant was used to purchase a new portable radio. The fiscal year for this grant runs from July 1, 2017 through June 30, 2018.

Budget



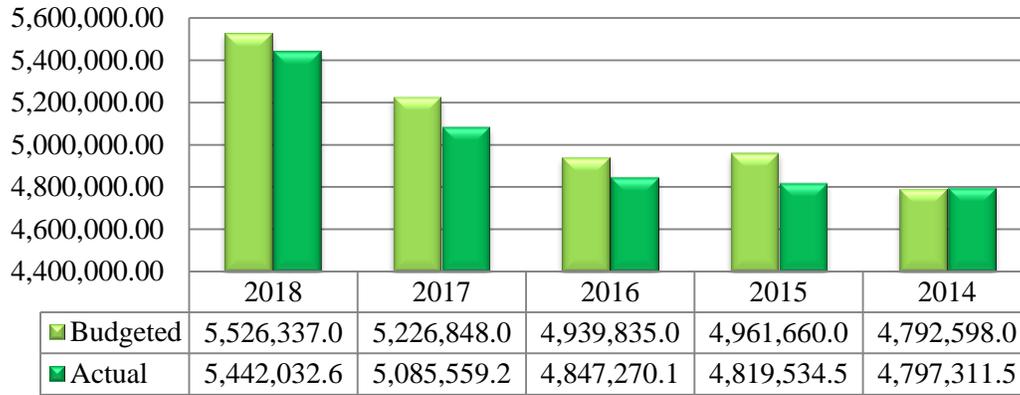
In 2018, the overall expenses for the Sheriff’s Office were 1.3% below budget (\$66,485). The 2018 actual revenue was 8.7% over projected revenue (\$127,735). This resulted in a net savings of \$194,200. This is 5.1% below the projected net budget. While we were under overall budget, overtime costs continue to exceed what has been budgeted for this line item. This is a direct result of staffing shortages. Half of the overtime expenses came from covering open shifts in patrol, dispatch and jail, which cannot be left open for public safety reasons. Here are the overtime numbers by division: Patrol - 2018 budget, \$80,000 - 2018 actual, \$145,310 (\$68,060 covering open shifts); Jail - 2018 budget, \$25,000 - 2018 actual, \$45,605 (\$31,548 covering open shifts); Dispatch - 2018 budget, \$9,500 - 2018 actual, \$26,367 (\$22,389 covering open shifts). In 2018 we received reimbursement for overtime from various grants and contract repayments of \$15,683. With additional staff to be added in 2019, we anticipate there will be a reduction in overtime for 2019.

The following figures are taken from the end of year Revenue/Expenditure Budget Report distributed by the Meeker County Auditor.

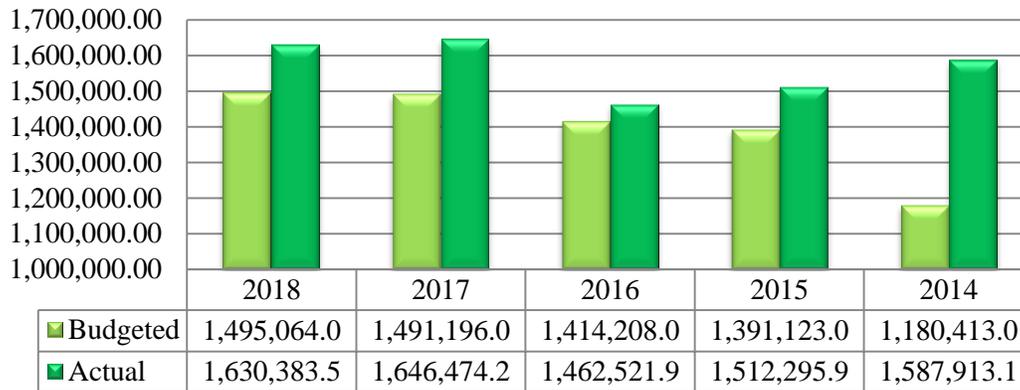
2018 Budgeted vs. Actual

Department	Budgeted Expenses	Budgeted Revenue	Budgeted Net	Actual Expenses	Actual Revenue	Actual Net
Sheriff	5,166,200.00	1,349,731.00	3,816,469.00	5,099,715.53	1,477,466.25	3,622,269.28
Emergency Management	74,756.00	22,000.00	52,756.00	67,976.00	22,654.48	45,321.52
Enhanced 911	127,552.00	98,333.00	29,219.00	122,560.56	98,332.80	24,227.76
Wireless Communications	157,829.00	25,000.00	132,829.00	151,780.59	31,930.03	119,850.36
Total:	5,526,337.00	1,495,064.00	4,031,273.00	5,442,032.68	1,630,383.56	3,811,668.92

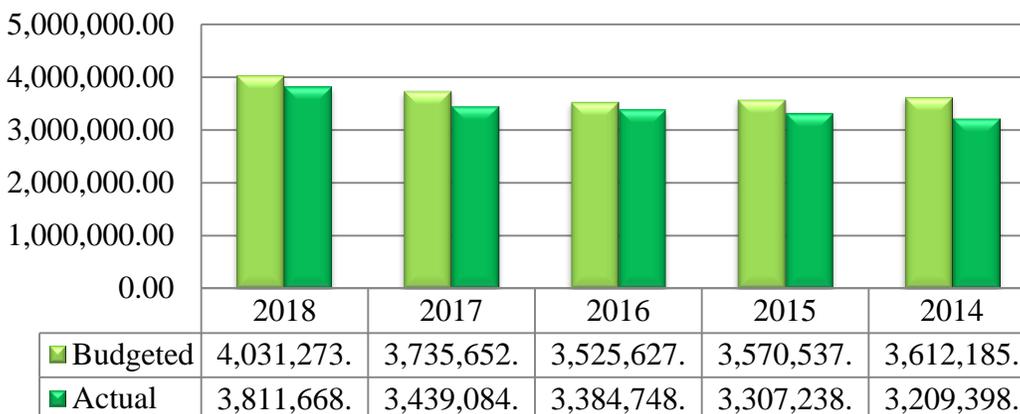
Budgeted vs. Actual Expenses Historical Review



Budgeted vs. Actual Revenue Historical Review



Budgeted vs. Actual Net Historical Review



Volunteer Programs

The Meeker County Sheriff's Office has a number of people who volunteer their time to assist in the day-to-day operations of the Sheriff's Office. Reserve Deputies spend time riding with the patrol deputies to provide back-up and assistance when needed. Reserve Deputies also provide security and traffic control at many events in the county including the Meeker County Fair. The Posse provides



assistance at county events and does routine patrols at the Meeker County Fair. Posse members have been involved in searches for missing persons in and outside of



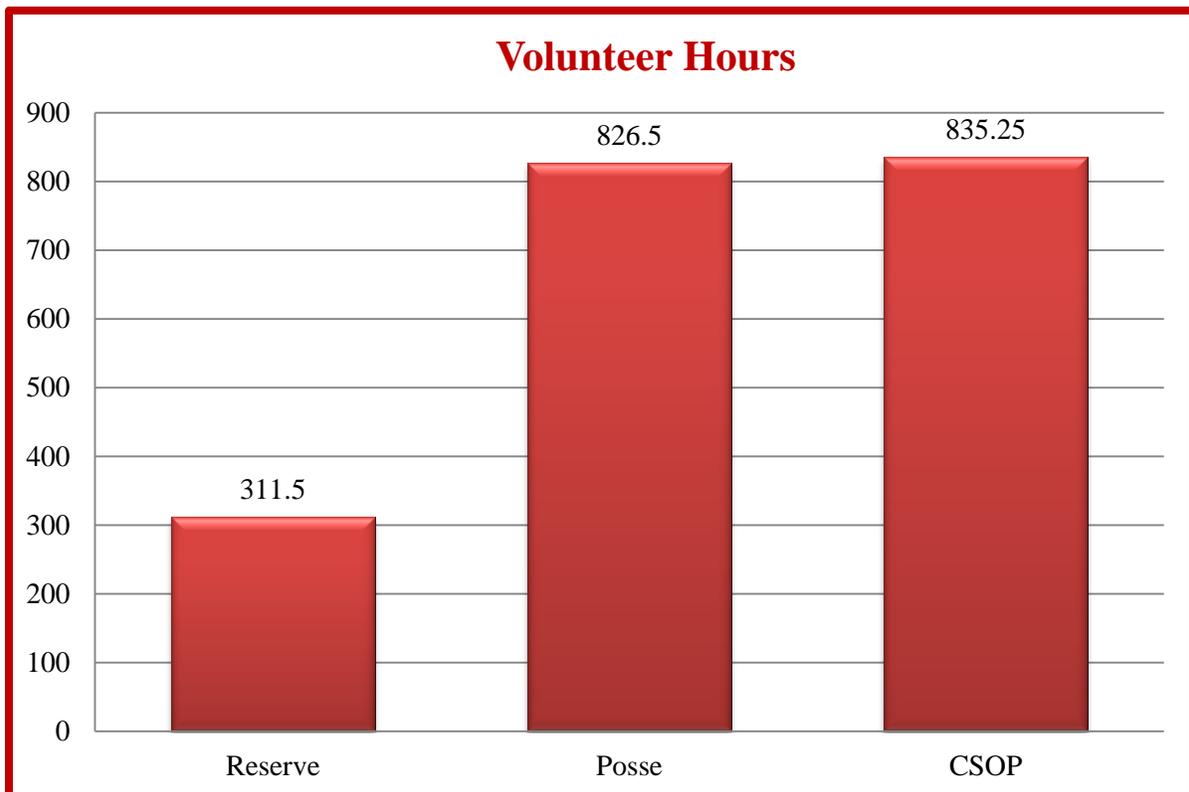
Meeker County. The Community Service Officer – Paramedics (CSO-P) volunteer many hours to provide professional and immediate medical care when needed at various events in the county. They also patrol the county and provide assistance to the patrol deputies on medicals and a wide variety of other calls. In addition to the specific training geared towards each group, our Reserve and Posse members receive medical and CPR training. All groups also receive defensive tactics training which

includes the proper and legal use only when necessary. This enhances public safety when they are under direct supervision of a patrol deputy.



Posse and Reserve members receive first aid training (above left), while our CSO-Paramedics go through their medical bags during their training (above right).

2018 Total Volunteer hours:



In 2018 one of our long serving Reserve Deputies retired after many years of volunteer service. Reserve Deputy Dean Schmitz first started giving back to his community as Reserve Officer for the Dassel Police Department in 1975. Reserve Deputy Dean Schmitz came to the Sheriff's Office as a Reserve Deputy in 2005 when the Dassel Police Department disbanded. Reserve Deputy Schmitz volunteered hundreds of hours each year. He is the past recipient of the MN Reserve Deputy of the Year (2007) and Meeker Sheriff's Office Achievement (2011). He also received a letter of commendation (2010) for his quick actions during a medical incident at the County Fair. In 2018, Reserve Deputy Dean Schmitz received the Minnesota Sheriff's Association Volunteer of the Year Award. Volunteers as dedicated as Reserve Deputy Schmitz are a rare find and are greatly missed when they retire.



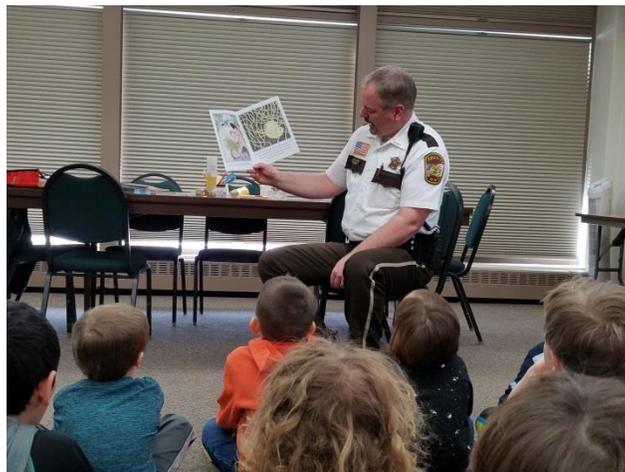
Sheriff Cruze presented Reserve Deputy Dean Schmitz with the Minnesota Sheriff's Association (MSA) Volunteer of the Year Award at the annual MSA Awards Banquet in December 2018.

Community Involvement

Meeker County Sheriff's Office personnel will work towards improved community relations through pro-active community interactions including community events presentations and community trainings.



The ACGC Law Class came to the Sheriff's Office to learn about investigative methods. MCSO Detectives taught students about evidence collection and how to take fingerprints off of various objects.



Sheriff Cruze reads to St. Philip's students during Read Across America week.



2018 Special Olympics Regional Track and Field event. Law Enforcement has been Guardians of the Flame for Special Olympics since 1981 and has raised more than a half billion dollars nationwide since for this special cause. It is with great honor and privilege that we were there for the opening and awards ceremonies. We volunteer our time to give these athletes the special day they deserve.



2018 Shop with a Cop – This annual event is put on by local law enforcement to give these children an opportunity to have a brighter Christmas. The police and sheriff associations receive donations to buy the gifts and we donate our time to put smiles on everyone’s faces.



2018 National Night Out - This annual event promotes and enhances relationships between neighbors and law enforcement while bringing back a sense of community to these neighborhoods. The Meeker County Sheriff's Office was involved in organized events in Grove City, Dassel, Lake Washington, Litchfield and Watkins.



POLICE • COMMUNITY PARTNERSHIPS



2018 Boy Scout Office Tour



2018 St. Philip Career Day Tour



2018 Litchfield Expo Booth



2018 Halloween events in Litchfield and Dassel



2018 I Got Caught Campaign reinforces the proper use of helmets while biking, skateboarding or skating by rewarding children with a free DQ cone.



2018 Litchfield Middle School career day gave us an opportunity to teach these students about the law enforcement field. It also gave them an opportunity to use our handcuffs on one of their teachers to much glee and laughter by the students.

Appointments made by Commissioners to Boards, Committees and for Department Directors

	Meeting Schedule Notes/Term Requirements	District	First Term Began	Term Length	Current Term Expires
Updated: January 8, 2019					
Officers elected for the year of 2019:					
	Chair of County Board		Mike Housman		
	Vice Chair of Board		Bryan Larson		
	Reading Clerk		Joe Tacheny		
County Assessor Lee Schroeder			6/19/2018	4 Years	6/1/2022
Coroner/Medical Examiner Dr. Quinn Strobl			1/1/2010	2 Years	12/31/2019
County Highway Engineer Phillip Schmalz			5/9/2018	4 years	5/1/2022
County Public Health Director Diane Winter			9/1/1997	NA	
County Surveyor Doug Huhn			6/20/2006	2 years	12/31/2020
County Veterans Service Officer Donald Dufner			12/3/2012	4 year	12/31/2021
Aquatic Invasive Species Committee	Meet 3rd Wednesday of the month. 3 year terms with limit of no more than 5 consecutive terms (15 years max.)				
Leo Bauer				3 years	12/31/2021
Karen Langmo				3 years	12/31/2020
Mike Lies				3 years	12/31/2020
Steve Plaisance				3 years	12/31/2020
Gene Putzier				3 years	12/31/2021
Mike Solbrack				3 years	12/31/2020
Joe Tacheny		*Commissioner		3 years	12/31/2021
Steve Schmitt		*Commissioner		3 years	12/31/2021
Meeker County Economic Development Authority	Meet bi-monthly. EDA has 6 year terms and effective June 1, 2008, common board with MCDC. Bylaws indicated representation by area as listed below.				

*District or Commissioner is required per bi-laws or resolution of establishment.

Appointments made by Commissioners to Boards, Committees and for Department Directors

Updated: January 8, 2019	Meeting Schedule		First Term		Current Term
	Notes/Term Requirements	District	Began	Term Length	Expires
Tim Benoit		Dassel/Kingston	7/19/2016	6 years	6/3/2022
Mike Doering		Litchfield	6/3/2014	6 years	6/3/2020
Barb Hagemeyer		Eden Valley	9/6/2011	6 years	6/3/2020
Chuck Lietzau		Cosmos/Cedlar Mills	6/1/1998	6 years	6/3/2024
Dennis Loch		Watkins	5/20/2010	6 years	6/3/2023
Mike Lokken		Grove City	7/19/2016	6 years	6/3/2022
Mark Smith		Darwin	6/2/2007	6 years	6/3/2019
Vacant	Appointed with elected term	*Commissioner	1/8/2013	4 years	6/3/2020
Mike Housman	Appointed with elected term	*Commissioner	1/8/2013	4 years	6/3/2020

Meeker County Hospital Board		Meet 2nd Monday, bi-monthly. Terms for Commissioners are 2 years with no limit, Citizens 3 year terms, limit 4 full terms			
Kiza Olson			1/1/2018	3 years	12/31/2020
Al Liestman			1/1/2017	3 years	12/31/2019
Dr. Tim Peterson		Chief of Staff			
John Spreiter			2/17/2015	3 years	12/31/2018
Will Dolan			4/18/2017	3 years	12/31/2019
Bill Ward			1/1/2013	3 years	12/31/2018
Bryan Larson		*Commissioner	6/5/2018	2 years	12/31/2020
Beth Oberg		*Commissioner	1/8/2013	2 years	12/31/2020

Meeker County Housing Redevelopment Authority		Meet 4th Monday/monthly at 1:15 p.m. Membership shall reflect a county-wide distribution on a representative basis. Limit of no more than 2 consecutive terms.			
Beth Boyle		District 2	7/14/2013	5 years	7/10/2023
Ronald Graham		District 5	11/19/2013	5 years	7/10/2021
Jenny Kjell		District 4	5/20/2014	5 years	7/10/2022
Robert "Jason" Harris (finish vacated term)		District 4	11/7/2017	5 years	7/10/2019
Carol Bacon (finish vacated term)	Voted in by tenants. Not bd appvd	Sec.8 Pub Housing	5/22/2017	5 years	7/10/2018
Rebecca Warpula		District 1	7/11/2010	5 years	7/10/2020

Meeker County Park Board		Meet 3rd Wednesday, bi-monthly. Member from each Commissioner District per establishment resolution. Limit of no more than 5 consecutive 3-year terms.			
Roger Eckert		4th District	5/1/2016	3 years	5/1/2019
Paul Fank		At-Large Seat	6/7/2016	3 years	5/1/2021
Don Konietzko (complete existing term)		1st District	5/1/2013	3 years	5/1/2021

*District or Commissioner is required per bi-laws or resolution of establishment.

Appointments made by Commissioners to Boards, Committees and for Department Directors

Updated: January 8, 2019	Meeting Schedule		First Term		Current Term
	Notes/Term Requirements	District	Began	Term Length	Expires
Robert Pederson		5th District	6/3/2014	5 years	5/1/2019
Lorlane Schmeling		3rd District	5/5/2015	5 years	5/1/2020
Ann Fuller		2nd District	5/2/2017	3 years	5/1/2020
Meeker County Planning Commission					
	Meets the 3rd Tuesday/monthly. No specific districts.				
Christopher Beach			12/18/2018	3 years	12/31/2021
Paul Johnson			1/1/2018	3 years	12/31/2020
Greg Euerle			5/1/2016	3 years	12/31/2019
Kimberly Hempel			5/1/2014	3 years	12/31/2020
Greg Jans			5/15/2009	3 years	12/31/2021
Leslie Loff			5/1/2013	3 years	12/31/2019
Jayne Piepenburg			5/1/2016	3 years	12/31/2019
Board of Adjustments					
	Meets as needed (Tuesday's) Statute requires member of Planning Commission				
Al Anderson (complete term)			6/5/2018	3 years	12/31/2021
G Michael Brooks			4/6/2004	3 years	12/31/2019
Kimberly Hempel			1/1/2018	3 years	12/31/2020
Craig Kay (alternate - complete term)			6/5/2018	3 years	12/31/2019
Meeker County Public Health Advisory					
	Meets the 4th Wednesday of odd months at 8 a.m. in Litchfield. Bylaws allow for up to 10 members, but need 7 minimum.				
Louis Brooks			1/1/2017	3 year	12/31/2021
Lois Dahl			7/10/2007	3 year	12/31/2021
Janet Johnson			1/7/2014	3 year	12/31/2019
Dawn Lagergren			7/10/2007	3 year	12/31/2019
Hugh Wagner			4/2/2013	3 year	12/31/2020
Dr. Richard Searl			2/3/2004	2 year	12/31/2020
Joe Tacheny		*Commissioner	1/3/2017	2 year	12/31/2020
Kari Olson			3/7/2017	3 year	12/31/2019
Minnesota Extension Service Committee					
	Meet 3rd Tuesday at 1:00 p.m. approx bi-monthly. Limit 2 full terms of three years each				
Marla Thissen (1)			1/1/2018	3 years	12/31/2020
Eric Gabrielson (1)			1/1/2019	3 years	12/31/2021
Heather Thyen (3)			1/1/2018	3 years	12/31/2020

*District or Commissioner is required per bi-laws or resolution of establishment.

Appointments made by Commissioners to Boards, Committees and for Department Directors

Updated: January 8, 2019	Meeting Schedule	District	First Term		Current Term
	Notes/Term Requirements		Began	Term Length	Expires
Jennifer Schiefelbein			1/1/2017	3 years	12/31/2019
Matthew Welling (5)			1/1/2010	3 years	12/31/2021
Greg Zender			1/3/2017	3 years	12/31/2019
Bryan Larson		*Commissioner	1/8/2013		12/31/2019
Joe Tacheny		*Commissioner	1/3/2017		12/31/2019
Barb Loch		County Auditor		Required by statute	

Meeker County Boards/Committees	
Budget & Negotiations Committee	Commissioners Mike Housman and Joe Tacheny, County Administrator Paul Virnig
Courthouse and Grounds	Commissioners Bryan Larson and Beth Oberg
Governmental Relations Committee	All board members
Gravel Tax Committee	Commissioners Bryan Larson and Joe Tacheny
Information Technology Committee	Commissioners Mike Housman, Bryan Larson
Investment Committee	County Treasurer Sharon Euerle, Commissioners Steve Schmitt and Mike Housman, County Administrator Paul Virnig, Hospital CEO Kyle Rasmussen, and Hospital CFO Steve Plaisance
Pay Equity Committee	County Administrator Paul Virnig, County Auditor Barb Loch, Human Resource Coordinator Mikkell Johnson Hospital Personnel Cindy Twardy and Ann Lien
Personnel Committee	Commissioners Bryan Larson and Beth Oberg, County Administrator Paul Virnig Alternates: Commissioners Steve Schmitt, Mike Housman and Joe Tacheny
Road Viewing Committee	All board members
Tax Abatement Committee	Same Commissioners as MCDC Board (other three as alternates), County Administrator and Economic Development Director
Waste Management	Commissioners Steve Schmitt and Bryan Larson
Weed Committee	Commissioners Bryan Larson and Mike Housman
Yellow Ribbon Committee	Commissioner Joe Tacheny

Multi County or Multi Jurisdictions Boards and Committees	
Association of MN Counties Committees	

*District or Commissioner is required per bi-laws or resolution of establishment.

Appointments made by Commissioners to Boards, Committees and for Department Directors

Updated: January 8, 2019	Meeting Schedule	District	First Term Began	Term Length	Current Term Expires
	Notes/Term Requirements				
AMC Environment & Natural Resources	Commissioner Bryan Larson				
AMC General Government	Commissioner Mike Housman				
AMC Health & Human Services	Commissioner Beth Oberg				
AMC Public Safety	Commissioner Steve Schmitt				
AMC Transportation & Infrastructure	Commissioner Joe Tacheny				
Central Community Transit Board					
	Meets Monthly on Fridays in Willmar				
Bryan Larson		*Commissioner	7/5/2016	3 year	12/31/2020
Beth Oberg		*Commissioner	1/8/2013	3 year	12/31/2021
Central MN Jobs & Training					
	Meets Quarterly 2nd Friday				
Steve Schmitt		*Commissioner	1/8/2019	2 year	12/31/2020
Central MN NG911 Committee					
Rich Christianson		Dispatcher	8/4/2015	undefined	
Alternate: Dan Miller			8/4/2015	undefined	
Counties Providing Technology					
Bryan Larson		*Commissioner	7/10/2018	undefined	
Alternate: Joe Tacheny		*Commissioner	7/10/2018	undefined	
Meeker/McLoed/Sibley Community Health Services Board					
	Meets Quarterly				
Beth Oberg		*Commissioner			12/31/2019
Mike Housman		*Commissioner			12/31/2019
Joe Tacheny (alternate)					12/31/2019
Crow River Watershed Board (CROW)					
	Meets bi-monthly				
Mike Housman		*Commissioner	1/8/2013	Indefinitely	
Alternate: Bryan Larson					
Emergency Managers Advisory Committee (EMAC)					
Dan Miller		Emergency Mgmt Director		Indefinitely	
Alternate: Stephanie Johnson (Nov. 2014)					

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Appointments made by Commissioners to Boards, Committees and for Department Directors

Updated: January 8, 2019	Meeting Schedule	District	First Term Began	Term Length	Current Term Expires
	Notes/Term Requirements				
Emergency Services Board	Meets Quarterly in St. Cloud. 1 year term, annual appointments, made within 60 days of non-re-election.				
Delegate: Steve Schmitt Alternate: Mike Housman		*Commissioner	1/8/2019	annual	12/31/2019
Grove City Care	Meets last Monday - monthly				
Steve Schmitt				annual	12/31/2019
Hazard Mitigation Planning Task Force Committee					
Beth Oberg		*Commissioner	11/4/2014		
Heartland Community Action Agency	Meets 4th Thursday monthly in Cosmos				
Bryan Larson		*Commissioner	1/8/2013		
Humane Society Board	Meets 2nd Thursday monthly in Willmar. Citizen representation for individual counties is done by the Humane Society Board.				
Beth Oberg Cori Heacock, Jon Thoma, Tracey Besser, Sam Wood		*Commissioner Citizens of Meeker County appointed by the Humane Society Board			
Law Library Committee	Annual Meeting				
Beth Oberg		*Commissioner	1/8/2013	3 year	12/31/2020
Mid-Minnesota Development Commission	Meets as scheduled - approx 8 time per year				
Steve Schmitt		*Commissioner	1/8/2019	While in office	
Minnesota Rural Counties	Meets approximately 8-10 times/year at varying locations				
Joe Tacheny		*Commissioner	9/18/2018	Indefinite	
Nurse Family Partnership Governing Board	Meets quarterly in Willmar				
Beth Oberg		*Commissioner	1/8/2013	3 year	12/31/2021
PACT 4 Families Chief Elected Officials Board	Meets 2nd Wednesday monthly				

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Appointments made by Commissioners to Boards, Committees and for Department Directors

Updated: January 8, 2019	Meeting Schedule	District	First Term	Current Term	
	Notes/Term Requirements		Began	Term Length	Expires
Steve Schmitt		*Commissioner	1/8/2019		12/31/2019
Prime Health	Meets quarterly on 3rd Thursday in Alexandria. Limit 3 full terms of 3 years				
Mike Housman; Paul Virnig Alternate		*Commissioner	9/5/2017	3 year	12/31/2020
Prime West	Meets 1st Thursday monthly in Alexandria				
Mike Housman; Beth Oberg Alternate		*Commissioner	1/8/2019		
ProWorks	Meets 4th Tuesday quarterly (County Board may make a recommendation to the ProWorks Board)				
Bryan Larson			1/8/2013	3 year	12/31/2021
Regional Advisory Committee (RAC)	Meets 2nd Friday monthly in St. Cloud				
Brian Cruze Alternate: Randy Celander					Indefinitely
Radio Owners & Operators Committee	Meets 3rd Thursday monthly				
Brian Cruze Alternate: Randy Celander					Indefinitely
Regional Library Board	Meets Thursday on or after 10th of each month. Limit 3 full terms, one Commissioner and one at large position				
Tim Benoit		At Large position	1/8/2013	3 year	12/31/2018
Joe Tacheny	Complete term	*Commissioner	1/8/2019	3 year	12/31/2020
Regional Logger Committee	To be determined				
Delegate: Randy Celander					
Southwest MN Emergency Medical Services Corporate Board	Limit of 2 three-year terms max. Member of emergency service org, public elected official or a county commissioner				
Sergeant Becky Howell Alternate: Dan Miller	(chg effective May 20, 2014)		5/2/2017 2/1/2015	3 year	5/2/2020
State Dept. and County Transportation Building Management Committee					
Phillip Schmalz Paul Virnig Bryan Larson Alternate: Joe Tacheny		County Engineer Administrator *Commissioner	1/8/2013		12/31/2019

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Appointments made by Commissioners to Boards, Committees and for Department Directors

	Meeting Schedule		First Term		Current Term
Updated: January 8, 2019	Notes/Term Requirements	District	Began	Term Length	Expires
Woodland Mental Health Center Board	Meets monthly - most often 2nd Thursday. Each representative county nominates for 2 board seats: one must be a Commissioner and 1 is at-large.				
Bryan Larson		*Commissioner	1/8/2019	4 year	12/31/2022
Beth Oberg (complete term)		At Large Position	8/5/2014	4 year	5/31/17 to 5/30/21
Watershed Boards:	Requires advertising the position and appointment must be made 30 days prior to term expiration.				
Clearwater River Watershed					
Robert Schiefelbein			8/13/2003	3 years	8/13/2021
Middle Fork Watershed					
Jay Hedtke			4/18/2017	3 years	4/27/2021
North Fork Watershed					
James Wuertz			5/9/1992	3 years	5/9/2019
Sauk River Watershed					
Vacant				3 years	

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